



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

Thursday, August 5, 2021

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 5, 2021
Aviation Authority Regular Board Meeting**

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

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Operating Agreement for Ground Handlers, Aircraft Service International, Inc. d/b/a Menzies USA, Tampa International Airport, Resolution No. 2021-90; Operating Agreement for Ground Handlers, Air General, Inc., Tampa International Airport, Resolution No. 2021-91; Operating Agreement for Ground Handlers, British Airways PLC, Tampa International Airport, Resolution No. 2021-88; Operating Agreement for Ground Handlers, DAL Global Services, LLC d/b/a Unifi, Tampa International Airport, Resolution No. 2021-92; Operating Agreement for Ground Handlers, Ground Services International Incorporated, Tampa International Airport, Resolution No. 2021-93; Operating Agreement for Ground Handlers, Quantem Aviation Services, LLC, Tampa International Airport, Resolution No. 2021-89
2. Cargo Building Space Rental Agreement, Atlas Air, Inc., Tampa International Airport, Resolution No. 2021-94; Letter of Agreement, United Airlines, Inc. and Atlas Air, Inc., Tampa International Airport, Resolution No. 2021-95
3. Cargo Building Space Rental Agreement, Air General, Inc., Tampa International Airport, Resolution No. 2021-96; Cargo Building Space Rental Agreement, Ground Services International Incorporated, d/b/a dnata, Tampa International Airport, Resolution No. 2021-97
4. Ground Service Equipment Facilities Space Rental Agreement, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-98; Ground Service Equipment Facilities Space Rental Agreement

(Ramp Maintenance), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-99

5. Space Rental Agreement, DAL Global Services, LLC, Tampa International Airport, Resolution No. 2021-101; Space Rental Agreement, United Service Organizations, Inc., Tampa International Airport, Resolution No. 2021-100

6. Space Rental Agreement, Baggage Airline Guest Services, Inc., Tampa International Airport, Resolution No. 2021-127

7. Space Rental Agreement (Radio Base Station), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-103; Space Rental Agreement (Radio Base Station), Air Canada, Tampa International Airport, Resolution No. 2021-114; Space Rental Agreement (Radio Base Station), British Airways PLC, Tampa International Airport, Resolution No. 2021-102; Space Rental Agreement (Radio Base Station), DAL Global, LLC, Tampa International Airport, Resolution No. 2021-104

8. Aviation Support Ground Lease, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-105

9. Letter of Agreement for Temporary Use of Land for Excess Automobile Parking, Tampa H Automotive Management, LLC, Resolution No. 2021-106

10. Ground Lease Agreement, Skyport Properties, LLC, Tampa Executive Airport, Resolution No. 2021-126

11. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport

12. Authorization to Dispose of Surplus Property, Tampa International Airport

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

14. Purchase Orders, Annual Mulch Application, iMulchfl, Inc., Tampa International Airport

15. Agreement for Off-Airport Parking Concession, A-1 Express Services, Inc., Tampa International Airport, Resolution No. 2021-82; Agreement for Off-Airport Parking Concession, GPIF A7 Westshore Operator, LLC, Tampa International Airport, Resolution No. 2021-83; Agreement for Off-Airport Parking Concession, Great Lakes Investments, LLC, Tampa International Airport, Resolution No. 2021-84; Agreement for Off-Airport Parking Concession, Premium Parking Service, LLC, Tampa International Airport, Resolution No. 2021-85; Agreement for Off-Airport Parking Concession, Safeway Parking, LLC, Tampa International Airport, Resolution No. 2021-86

16. Use and Permit Agreement for Off-Airport Rental Car Concession, Via Global Corporation d/b/a Via Car Rental, Tampa International Airport, Resolution No. 2021-107

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Update to Policy Manual, Revisions to Policy for Approval, Policy P410, Procurement

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Amendment No. 3 to Lease and Concessions Contract, Host International, Inc., Package 1, Tampa International Airport, Resolution No. 2021-115; Amendment No. 2 to Lease and Concessions Contract, Host International, Inc., Package 6, Tampa International Airport, Resolution No. 2021-116; Amendment No. 2 to Lease and Concessions Contract, HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2021-117; Amendment No. 2 to Lease and Concessions Contract, HG Tampa JV, Tampa International Airport, Resolution No. 2021-118; Amendment No. 2 to Lease and Concessions Contract, Newslink of Tampa, LLC, Tampa International Airport, Resolution No. 2021-119; Amendment No. 2 to Lease and Concessions

Contract, Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2021-120; Amendment No. 3 to Lease and Concessions Contract, Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2021-121; Amendment No. 3 to Lease and Concessions Contract, SSP America, Inc., Tampa International Airport, Resolution No. 2021-122; Amendment No. 2 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 3, Tampa International Airport, Resolution No. 2021-123; Amendment No. 2 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 5, Tampa International Airport, Resolution No. 2021-124

2. Amendment No. 2 to Lease and Concessions Contract, WDFG North America, LLC, Tampa International Airport, Resolution No. 2021-125

3. Part 2 Contract for Design-Build Services, Monorail System Decommissioning and Moving Walkway Installation, HCAA Project No. 8315 20, Manhattan Construction Company, Tampa International Airport, Resolution No. 2021-108

K. NEW BUSINESS

1. Construction Contract, Part 139 Airfield Improvements, HCAA Project Nos. 6865 21 and 6750 21, Astra Construction Services, LLC, Tampa International Airport, Resolution No. 2021-109

2. Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2021-110

3. Hillsborough County Aviation Authority Act Legislative Recodification, Tampa International Airport, Tampa Executive Airport, Peter O. Knight Airport, Plant City Airport, Resolution No. 2021-81

4. Purchase Order(s), Data Communication Products and Services utilizing State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS, Presidio Networked Solutions, LLC through Cisco Systems, Inc. and Juniper Networks, Inc., Tampa International Airport

5. Proposed Capital and Operating Budget for Fiscal Year 2022

6. CEO Annual Review

L. STAFF REPORTS

1. Staff Reports

M. ADJOURNMENT

1. Adjournment



**Thursday, August 5, 2021
Aviation Authority Regular Board Meeting**

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

A. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
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.

E. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Operating Agreement for Ground Handlers, Aircraft Service International, Inc. d/b/a Menzies USA, Tampa International Airport, Resolution No. 2021-90; Operating Agreement for Ground Handlers, Air General, Inc., Tampa International Airport, Resolution No. 2021-91; Operating Agreement for Ground Handlers, British Airways PLC, Tampa International Airport, Resolution No. 2021-88; Operating Agreement for Ground Handlers, DAL Global Services, LLC d/b/a Unifi, Tampa International Airport, Resolution No. 2021-92; Operating Agreement for Ground Handlers, Ground Services International Incorporated, Tampa International Airport, Resolution No. 2021-93; Operating Agreement for Ground Handlers, Quantem Aviation Services, LLC, Tampa International Airport, Resolution No. 2021-89
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Ground handling operators providing service at Tampa International Airport (Airport) must have, at a minimum, an Operating Agreement for Ground Handlers prior to commencing operations.

Aircraft Service International, Inc. d/b/a Menzies USA (Menzies) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on October 1, 2010.

Air General, Inc. (Air General) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on October 1, 2015.

British Airways PLC (British Airways) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on February 1, 2021.

DAL Global Services, LLC d/b/a Unifi (Unifi) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on September 29, 2010.

Ground Services International Incorporated (dnata) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on March 7, 2013.

Quantem Aviation Services, LLC (Quantem) entered into an Operating Agreement for Ground Handlers with the Authority to provide ground handling services to its customers on August 3, 2017.

The current Operating Agreements for Ground Handlers for Menzies, Air General, British Airways, Unifi, dnata, and Quantem (collectively, Companies) expire on September 30, 2021.

Proposal:

These new Operating Agreements for Ground Handlers (collectively, Agreements) grant the Companies non-exclusive rights to provide ground handling services to air carriers at the Airport for the term of October 1, 2021 through September 30, 2027.

For the privilege of providing services at the Airport, the Companies will pay 5% of gross receipts, paid monthly. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to the Company's ground handling operations at the Airport. Gross receipts

exclude the retail value of fuel and oil and the related fuel service fee, costs for materials that are directly passed through to Company's customers, sales and services performed off-Airport to entities located off-Airport, 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 Nos. 2021-90, 2021-91, 2021-88, 2021-92, 2021-93 and 2021-89.

Resolutions:

Resolution No. 2021-90 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Aircraft Service International, Inc. d/b/a Menzies USA; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-91 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Air General, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-88 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with British Airways PLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-92 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with DAL Global Services, LLC d/b/a Unifi; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-93 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Ground Services International Incorporated; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-89 approves and authorizes execution of 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Cargo Building Space Rental Agreement, Atlas Air, Inc., Tampa International Airport, Resolution No. 2021-94; Letter of Agreement, United Airlines, Inc. and Atlas Air, Inc., Tampa International Airport, Resolution No. 2021-95
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

As of October 1, 2020, all airlines operate at Tampa International Airport (Airport) under a Rates by Resolution.

On October 7, 2010, the Authority and United Airlines, Inc. (formerly known as Continental Airlines, Inc.) (United) entered into a Cargo Building Space Rental Agreement (Agreement) for Suite 1500 at the Airport. The Agreement supported United's cargo business operations. The Agreement terminated October 31, 2013. United is required to continue to reimburse the Authority for Customer Improvements Rent (CIR) for Suite 1500 after termination of the Agreement until a replacement tenant is secured, at which time the reimbursement obligation passes to the new tenant.

On April 4, 2019, the Authority and Atlas Air, Inc. (Atlas) entered into a Cargo Building Space Rental Agreement for Suite 1500 and other operating space around the Authority's Cargo Building at the Airport. That Cargo Building Space Rental Agreement supports Atlas' cargo business operations and terminates September 30, 2021.

Atlas and United previously executed a Letter of Agreement (LOA) to clarify responsibility for repayment of the CIR to Authority under the Agreement during the time period that Atlas leases Suite 1500. The LOA terminates September 30, 2021.

Proposal:

This new Cargo Building Space Rental Agreement (SRA) with Atlas is effective October 1, 2021 and terminates September 30, 2027. The Authority or Atlas may terminate the SRA upon 180 days' written notice.

Utilizing Fiscal Year 2022 rates, Atlas will lease Cargo Building space at \$9.15 per square foot and will pay an initial annual O&M Rent of \$1.75 per square foot. Starting October 1, 2022, O&M Rent will increase by 5.5% each year. The CIR will remain at \$965.92/month (amortized 30 years at 5.5%). The Rents under the SRA are as follows:

Company	Suite No.	SF	Annual Warehouse Rent	Initial O&M Rent	Customer Improvements Rent (Lump Sum)	Total Initial Annual Payment
Atlas	1500	7,680	\$70,272.00	\$13,440.00	\$11,591.04	\$95,303.04

This new LOA commences October 1, 2021 and terminates on September 30, 2027. Under the terms of the new LOA, Atlas will assume the obligation for repayment of CIR during the term of its SRA, but will not be responsible for repayment of CIR after termination of its SRA. Upon completion of the term of the SRA or

earlier termination of the LOA, United will retain the obligation to repay the outstanding balance of the CIR to Authority. United's obligation will continue until the CIR is paid in full or until the Authority executes a subsequent Cargo Building Space Rental Agreement with a replacement tenant.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-94 and 2021-95.

Resolutions:

Resolution No. 2021-94 approves and authorizes execution of Cargo Building Space Rental Agreement at Tampa International Airport with Atlas Air, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-95 approves and authorizes execution of Letter of Agreement at Tampa International Airport between United Airlines, Inc. and Atlas Air, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	3. Cargo Building Space Rental Agreement, Air General, Inc., Tampa International Airport, Resolution No. 2021-96; Cargo Building Space Rental Agreement, Ground Services International Incorporated, d/b/a dnata, Tampa International Airport, Resolution No. 2021-97
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On April 1, 2010, the Authority and Air General, Inc. (Air General) entered into a Cargo Building Space Rental Agreement (Agreement) for Suite 1600 in the Authority's Cargo Building at Tampa International Airport (Airport). The Agreement supports Air General's cargo operations.

On April 1, 2013, the Authority and Ground Services International Incorporated, d/b/a dnata (dnata) entered into an Agreement for Suite 1300 in the Authority's Cargo Building at the Airport. The Agreement supports dnata's operations.

These Agreements both terminate on September 30, 2021.

Proposal:

These new Agreements are effective October 1, 2021 and terminate September 30, 2027. Either party may terminate upon 180 days' written notice.

Utilizing Fiscal Year 2022 rates, the companies will lease Cargo Building space at \$9.15 per square foot and pay an initial annual O&M Rent at \$1.75 per square foot. Starting October 1, 2022, O&M Rent will increase by 5.5% each year. The Rents under the Agreements are as follows:

Company	Suite No.	SF	Annual Rent	Customer Improvements Rent (Lump Sum)	Initial O&M Rent	Total Initial Annual Payments
Air General	1600	15,821	\$144,762.15	\$19,600.20	\$27,686.75	\$192,049.10
dnata	1300	3,840	\$35,136.00	\$0.00	\$6,720.00	\$41,856.00

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-96 and 2021-97.

Resolutions:

Resolution No. 2021-96 approves and authorizes execution of Cargo Building Space Rental Agreement at Tampa International Airport with Air General, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-97 approves and authorizes execution of Cargo Building Space Rental Agreement at Tampa International Airport with Ground Services International Incorporated, d/b/a dnata; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	4. Ground Service Equipment Facilities Space Rental Agreement, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-98; Ground Service Equipment Facilities Space Rental Agreement (Ramp Maintenance), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-99
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On April 1, 2010, the Authority and Air Service International, Inc (Menzie's) entered into a Ground Service Equipment Facilities Space Rental Agreement (GSE SRA) for Suite 2700. Menzie's performs Ground Service Equipment (GSE) maintenance for its customers out of Suite 2700.

On April 1, 2010, the Authority and Menzie's entered into a GSE SRA (Ramp Maintenance) for Suite 2500. Menzie's performs GSE maintenance for its customers out of Suite 2500.

These GSE SRAs will terminate on September 30, 2021.

Proposal:

These new GSE SRAs with Menzie's are effective October 1, 2021 and terminate on September 30, 2027. Either party may terminate upon 180 days' written notice.

Utilizing Fiscal Year 2022 rates, Menzie's will pay GSE Building Rent at \$9.15 per square foot and pay an initial annual O&M Rent of \$1.75 per square foot. O&M Rent will increase by 5.5% each year. The Rents under the GSE SRAs are as follows:

Company	Suite No.	SF	Annual GSE Building Rent	Initial O&M Rent	Customer Improvements Rent (Lump Sum)	Total Initial Annual Payments
Menzie's	2700	5,177	\$47,369.55	\$9,059.75	\$9,423.24	\$65,852.54
Menzie's	2500	3,840	\$35,136.00	\$6,720.00	\$8,257.08	\$50,113.08

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-98 and 2021-99.

Resolutions:

Resolution No. 2021-98 approves and authorizes execution of Ground Service Equipment Facilities Space Rental Agreement at Tampa International Airport with Aircraft Services International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-99 approves and authorizes execution of Ground Service Equipment Facilities Space Rental Agreement (Ramp Maintenance) at Tampa International Airport with Aircraft Services International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	5. Space Rental Agreement, DAL Global Services, LLC, Tampa International Airport, Resolution No. 2021-101; Space Rental Agreement, United Service Organizations, Inc., Tampa International Airport, Resolution No. 2021-100
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

DAL Global Services, LLC (Unifi) leases office space from the Authority through a Space Rental Agreement (SRA) in support of its ground handling operations at Tampa International Airport (Airport). Unifi entered into its current SRA with the Authority on November 6, 2014.

United Service Organizations, Inc. (USO) leases office space from the Authority through a SRA in support of its ground handling operations at the Airport. USO provides a public service for the Airport and its customers, and in return is not charged rent for 1,140 SF of office space. USO entered into its current SRA with the Authority on August 1, 2012.

These SRAs terminate on September 30, 2021.

Proposal:

These new SRAs have a six (6) year term effective from October 1, 2021 through September 30, 2027. Either party may terminate each SRA upon thirty (30) days' written notice.

Utilizing Fiscal Year 2021 rates, these new SRAs lease ticket level counter space and ticket level counter office space at \$217.13 per square foot and airside building (ramp operations) space at \$85.54 per square foot. These new SRAs provide for an annual rental rate adjustment.

Tenant	Ticketing Level	Airside Building	Total Annual	Total Monthly
Unifi		827 SF \$70,741.58	\$70,741.58	\$5,895.13
USO	1,140 F \$0.00		\$0.00	\$0.00

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-101 and 2021-100.

Resolutions:

Resolution No. 2021-101 approves and authorizes execution of Space Rental Agreement at Tampa International Airport with DAL Global Services, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-100 approves and authorizes execution of Space Rental Agreement at Tampa International Airport with United Service Organizations, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents

G. APPROVAL OF THE CONSENT AGENDA

Subject	6. Space Rental Agreement, Baggage Airline Guest Services, Inc., Tampa International Airport, Resolution No. 2021-127
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Baggage Airline Guest Services, Inc. (BAGS) currently offers curbside check-in for certain air carriers at Tampa International Airport under a Letter of Agreement that was entered into with the Authority on February 2, 2021. The Letter of Agreement expires July 31, 2021.

Proposal:

This Space Rental Agreement (SRA) has a six (6) year term effective from August 1, 2021 through September 30, 2027. Either party may terminate the SRA upon thirty (30) days' written notice.

Utilizing Fiscal Year 2021 rates, this SRA leases to BAGS curbside space at \$217.13 per square foot. This SRA provides for an annual rental rate adjustment.

BAGS, Inc. Lease in FY21 Rates				
Location	FY21 \$/SF	SF	Annual Rent	Monthly Rent
AA-DL Curb (2 positions)	\$217.13	140	\$30,398.20	\$2,533.18
UA Curb (1 position)	\$217.13	69	\$14,981.97	\$1,248.50
Total, plus applicable taxes		209	\$45,380.17	\$3,781.68

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-127.

Resolution:

Resolution No. 2021-127 approves and authorizes execution of Space Rental Agreement 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	7. Space Rental Agreement (Radio Base Station), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-103; Space Rental Agreement (Radio Base Station), Air Canada, Tampa International Airport, Resolution No. 2021-114; Space Rental Agreement (Radio Base Station), British Airways PLC, Tampa International Airport, Resolution No. 2021-102; Space Rental Agreement (Radio Base Station), DAL Global, LLC, Tampa International Airport, Resolution No. 2021-104
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority and Aircraft Service International, Inc. (Menzie's) entered into a Space Rental Agreement for Radio Base Station (Agreement) on March 1, 2018.

The Authority and Air Canada entered into an Agreement on October 1, 2010.

The Authority and British Airways PLC (British Airways) entered into an Agreement on June 2, 2004.

The Authority and DAL Global, LLC (Unifi) entered into an Agreement on April 1, 2021.

These Agreements all expire on September 30, 2021.

Proposal:

These new Agreements will be effective October 1, 2021 and terminate September 30, 2027. Either party may terminate the Agreement with thirty (30) days' written notice. The rent for each radio base station under each Agreement is \$1,200.00 per year or \$100.00 per month.

Recommendation:

Management recommends adoption of Resolution Nos. 2021-103, 2021-114, 2021-102 and 2021-104.

Resolutions:

Resolution No. 2021-103 approves and authorizes execution of Space Rental Agreement (Radio Base Station) at Tampa International Airport with Aircraft Service International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-114 approves and authorizes execution of Space Rental Agreement (Radio Base Station) at Tampa International Airport with Air Canada; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-102 approves and authorizes execution of Space Rental Agreement (Radio Base Station) at Tampa International Airport with British Airways PLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-104 approves and authorizes execution of Space Rental Agreement (Radio Base Station) at Tampa International Airport with DAL Global, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	8. Aviation Support Ground Lease, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2021-105
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On October 1, 2010, the Authority and Aircraft Service International, Inc. (Menzie's) entered into an Aviation Support Ground Lease for three parcels of land each having a 10,000 gallon fuel tank (two above-ground owned by Menzie's and one below-ground owned by the Authority) in order to dispense fuel for Ground Service Equipment (GSE). The current Aviation Support Ground Lease is contingent upon Menzie's' Operating Agreement for Ground Handlers, supports Menzie's' ground handling operations, and terminates on September 30, 2021.

Proposal:

This new Aviation Support Ground Lease (Lease) is for an initial term of October 1, 2021 to September 30, 2025 with two, one-year renewal options. Under the Lease, Menzie's will lease three parcels of land each having a 10,000 gallon fuel tank owned by the Authority (two above-ground tanks and one below-ground tank) in order to dispense fuel for GSE. Either party may terminate the Lease with 180 days' written notice. Menzie's may exercise the renewal options with 120 days' written notice and approval by Authority, and the Lease is contingent upon Menzie's maintaining an Operating Agreement for Ground Handlers. The Authority will increase land and surface improvement rates (Ground Rent) by 2.15% beginning October 1, 2022 and continuing on October 1 of each year thereafter throughout the initial term. If the first renewal option is exercised, the Authority will increase Ground Rent to fair market value at the end of the initial term. If the second renewal option is exercised, the Authority will increase Ground Rent by 2.15% beginning October 1, 2026 and continuing through September 30, 2027.

Premises and Rent:

Lease:						
Parcel	Unit	Unit Price	Subtotal	Annual Rent	Monthly Rent	Premises Description
Parcel 1	1000	\$0.72	\$720.00			Land
(Airsides C)	1000	\$0.16	\$160.00			Surface Improvement
	1	\$5,503.13	\$5,503.13			Above-Ground Tank
				\$6,383.13	\$531.93	Total
Parcel 2	646	\$0.72	\$465.12			Land
(Airsides D)	646	\$0.16	\$103.36			Surface Improvement
	1	\$5,503.13	\$5,503.13			Above-Ground Tank
				\$6,071.61	\$505.97	Total
Parcel 3	1000	\$0.72	\$720.00			Land
(Airsides E)	1	\$5,503.13	\$5,503.13			Below-Ground Tank
				\$6,223.13	\$518.59	Total
Total				\$18,677.87	\$1,556.49	
Current Lease				\$7,671.61	\$639.30	
Increase				\$11,006.26	\$917.19	

The Lease is a triple net lease and Menzies will be responsible for all obligations normally imposed on the owner of real estate with respect to the Premises, including but not limited to, utilities, janitorial services, property taxes, insurance, and all structural maintenance and repairs. Under the Lease, the Authority will have no responsibility to make any repairs or maintenance to the Premises if such required repairs or maintenance are due to any misuse, improper conduct, omission, negligence, or conduct of unauthorized business on the Premises by Menzies. Should the Authority elect to make repairs or maintenance occasioned by these occurrences, Menzies will pay all such costs and expenses incurred by the Authority, plus an administrative charge, within fifteen (15) days from the date of invoice for such repairs or maintenance. Failure of Menzies to pay will be an event of default under the Lease.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-105.

Resolution:

Resolution No. 2021-105 approves and authorizes execution of Aviation Support Ground Lease at Tampa International Airport with Aircraft Service International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	9. Letter of Agreement for Temporary Use of Land for Excess Automobile Parking, Tampa H Automotive Management, LLC, Resolution No. 2021-106
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

In February 2021, the Authority entered into a Letter of Agreement (LOA) with Tampa H Automotive Management, LLC (Tampa H) for the temporary use of a vacant lot located at 4113 Columbus Drive for a period of six (6) months. Tampa H now desires to continue leasing the vacant lot for one (1) year.

Proposal:

Staff recommends approval of LOA for Temporary Use of Land for Excess Automobile Parking with Tampa H for the lease of approximately 2 acres of unimproved land located at 4113 Columbus Drive for storage of excess new cars. The LOA will have a Commencement Date of August 10, 2021 and terminate on August 9, 2022. Either party may terminate the LOA upon 30 days' written notice. Monthly rent paid by Tampa H under the LOA will be \$8,276.40 plus taxes, for a total annual rent of \$99,316.80.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No 2021-106.

Resolution:

Resolution No. 2021-106 approves and authorizes execution of Letter of Agreement for Temporary Use of Land for Excess Automobile Parking at Tampa International Airport with Tampa H Automotive Management, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	10. Ground Lease Agreement, Skyport Properties, LLC, Tampa Executive Airport, Resolution No. 2021-126
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On May 1, 2014, Leading Edge Aviation Services, Inc. and Skyport Holdings Tampa, LLC (Skyport) entered into an Assignment and Assumption Agreement as a result of which Skyport became the Fixed Base Operator at Tampa Executive Airport (VDF). Skyport Properties, LLC (Company) was created by the owners of Skyport with the intent to construct a new hangar facility at VDF.

Proposal:

Under this Ground Lease Agreement (Agreement), Company will lease approximately .95 acres (Premises) at VDF for the construction, operation and maintenance of a new hangar for aircraft storage and related ancillary uses. Company will invest approximately \$1,200,000 to construct the new hangar with a minimum square footage of 11,000 square feet. Company will provide all improvements to support the new hangar including, but not limited to, landscaping, utility connections, aircraft apron and parking areas. During the first three years of the Agreement, Company will have the option to lease an additional .95 acres to build a second hangar.

The Agreement is effective upon Board signature and expires on the 20th anniversary of the Commencement Date. The Agreement allows for two, five-year renewal options if approved by the Authority's CEO. Upon termination of the Agreement, the new hangar reverts to the Authority. If Company exercises both renewal options, Company will have the first right to enter into a new lease for the Premises, including the hangar. Ground rent under the Agreement is \$0.30 per square foot of land for the first year of the Agreement and will increase annually by 2.15%. Every 5 years rent will be adjusted based on the current fair market rental value, but the adjusted rent will not be less than the previous year's rent. In addition, Company will pay rent for the existing Pond at a rate of \$0.05 per square foot. The combined annual rent for the first year of the Agreement will be \$14,518 with monthly payments of \$1,210 plus applicable taxes.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No 2021-126.

Resolution:

Resolution No. 2021-126 approves and authorizes execution of Ground Lease Agreement at Tampa Executive Airport with Skyport Properties, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	11. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
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), Federal forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes.

Authority Standard Procedure S440.14 requires expenditures from Federal 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 Federal forfeiture funds to be used by the Tampa International Airport Police Department for a maximum purchase authorization of \$3,200 for CORT, the Canine Odor Recognition Training system.

Funding:

This item is included in the Federal Forfeiture Funds Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the expenditure of Federal 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	12. Authorization to Dispose of Surplus Property, Tampa International Airport
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

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

<u>Description</u>	<u>QTY</u>	<u>Year Purchased</u>	<u>Asset Tag</u>
Screening Equipment	1	Donated by airline more than 10 years ago	N/A
2014 Toyota Tacoma	1	2014	127496
2012 Ford E-450 Shuttle Bus	1	2012	124340
Paint Striper Machine	1	N/A	127406
Taylor Dunn Water Buffalo	1	N/A	N/A
Briggs & Stratton Generator	1	N/A	121907
Honda Concrete Asphalt Grinder	1	N/A	102439
60' GPU Cables	11	N/A	N/A
Various Dell Desktop Computers	8	N/A	N/A
Various APC Batteries	25	N/A	N/A
Various Monitors	72	N/A	N/A

Proposal:

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

Funding:

N/A

Recommendation:

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

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

G. APPROVAL OF THE CONSENT AGENDA

Subject	13. Renewal to Contract for State Legislative Consulting Services, GrayRobinson, P.A., Tampa International Airport
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

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

Proposal:

Authorize the third and final renewal option of the Contract with GrayRobinson, P.A. for the period of October 4, 2021 through October 3, 2022 at the same prices, terms and conditions. The Authority may cancel the Contract with thirty days' written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the renewal of the Contract for State Legislative Consulting Services with GrayRobinson, P.A. and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

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

G. APPROVAL OF THE CONSENT AGENDA

Subject	14. Purchase Orders, Annual Mulch Application, iMulchfl, Inc., Tampa International Airport
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

This award provides for the annual application of approximately 1,500 cubic yards of mulch in various landscape locations at Tampa International Airport. In 2019, iMulchfl, Inc. was awarded a one-year purchase order for this service with a one-year renewal option, which the Authority exercised in 2020.

An Invitation to Bid for Annual Mulch Application was issued on May 7, 2021.

Proposal:

On June 24, 2021, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
iMulchfl, Inc.	\$273,000
T&N Lawn Masters LLC	\$339,000
Landscaping & Lawn Service, Inc.	\$372,000

The lowest responsive and responsible bidder is iMulchfl, Inc.

No specific goal for W/MBE participation was established.

This item authorizes the issuance of purchase orders to iMulchfl, Inc. for annual mulch application services at Tampa International Airport for a term of three (3) years with one (1) discrete two-year renewal option to be authorized at the discretion of the Chief Executive Officer or his designee for a maximum purchase authorization of \$300,000, including the renewal option. The Authority's Director of Maintenance or designee may authorize extra work at the negotiated price.

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 iMulchfl, 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	15. Agreement for Off-Airport Parking Concession, A-1 Express Services, Inc., Tampa International Airport, Resolution No. 2021-82; Agreement for Off-Airport Parking Concession, GPIF A7 Westshore Operator, LLC, Tampa International Airport, Resolution No. 2021-83; Agreement for Off-Airport Parking Concession, Great Lakes Investments, LLC, Tampa International Airport, Resolution No. 2021-84; Agreement for Off-Airport Parking Concession, Premium Parking Service, LLC, Tampa International Airport, Resolution No. 2021-85; Agreement for Off-Airport Parking Concession, Safeway Parking, LLC, Tampa International Airport, Resolution No. 2021-86
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On August 2, 2018, the Board approved separate Agreements for Off-Airport Parking Concession (Agreements) with A-1 Express Services, Inc., Arden Fund II ICT Operator, LLC (now known as GPIF A7 Westshore Operator, LLC), and Great Lakes Investments, LLC. Subsequently, the Board approved an Agreement with Premium Parking Service, LLC on August 1, 2019 and an Agreement with Safeway Parking, LLC on December 3, 2020. These Agreements all expire on September 30, 2021.

Proposal:

This item approves and authorizes new Agreements with each of these companies to operate an off-airport parking concession and to provide transportation for Tampa International Airport customers to their off-airport location by courtesy vehicle.

The new Agreements will commence on October 1, 2021 and will expire on September 30, 2024. In accordance with Authority Policy P823, the companies will each pay a privilege fee of eight and one-half percent (8.5%) of gross receipts. The companies will also pay a vehicle per-trip fee of \$4.50 each time a company courtesy vehicle enters Tampa International Airport to pick up Airport customers. Each Agreement can be terminated by the Authority, with or without cause, upon thirty (30) days written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-82, 2021-83, 2021-84, 2021-85, and 2021-86.

Resolutions:

Resolution No. 2021-82 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with A-1 Express Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-83 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with GPIF A7 Westshore Operator, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-84 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Great Lakes Investments, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-85 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Premium Parking Service, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-86 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Safeway Parking, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	16. Use and Permit Agreement for Off-Airport Rental Car Concession, Via Global Corporation d/b/a Via Car Rental, Tampa International Airport, Resolution No. 2021-107
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Via Global Corporation d/b/a Via Car Rental (Via) is a locally based rental car company which began operating in February 2021.

Via desires to execute a Use and Permit Agreement for Off-Airport Rental Car Concession (Agreement) at Tampa International Airport (Airport). Off-airport rental car companies do not occupy space in the Rental Car Center. Via operates its off-airport rental car business from 3104 N. Armenia Avenue.

Proposal:

This item approves and authorizes an Agreement with Via to operate an off-airport rental car concession. The term of the Agreement is August 5, 2021 through September 30, 2023. The Authority may terminate the Agreement, with or without cause, upon thirty (30) days written notice. In accordance with Authority Policy P822, Via will pay a privilege fee of nine percent (9%) of Gross Receipts. Additionally, Via will pay a vehicle per-trip fee of \$4.50 for its courtesy vehicles through the Authority's Automated Vehicle Identification system. Lastly, Via will pay the Authority a Transportation Facility Charge (TFC) of \$2.00 per rental transaction day.

The Agreement requires Via to report non-airport business which is exempt from inclusion in Gross Receipts.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-107.

Resolution:

Resolution No. 2021-107 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with Via Global Corporation d/b/a Via Car Rental; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Update to Policy Manual, Revisions to Policy for Approval, Policy P410, Procurement
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

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

Proposal:

Currently, Policy P410 provides an exemption for certain expenditures from the competitive selection process. Staff recommends revising Policy P410 to include commercial advertising as an exempt expenditure. This change will facilitate off-premises advertising and promotion of the Authority's facilities through specialized media selected for unique target audiences. Contracts for the Authority's on-premises advertising program, which provide targeted messaging to guests on Authority-owned facilities or property, will continue to be subject to a competitive selection process.

Staff also recommends revising Policy P410 to update the names of business development and tourism related organizations for whom membership expenditures are also exempted from the competitive selection process.

Funding:

N/A

Recommendation:

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

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

I. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

J. UNFINISHED BUSINESS

Subject **1. Amendment No. 3 to Lease and Concessions Contract, Host International, Inc., Package 1, Tampa International Airport, Resolution No. 2021-115; Amendment No. 2 to Lease and Concessions Contract, Host International, Inc., Package 6, Tampa International Airport, Resolution No. 2021-116; Amendment No. 2 to Lease and Concessions Contract, HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2021-117; Amendment No. 2 to Lease and Concessions Contract, HG Tampa JV, Tampa International Airport, Resolution No. 2021-118; Amendment No. 2 to Lease and Concessions Contract, Newslink of Tampa, LLC, Tampa International Airport, Resolution No. 2021-119; Amendment No. 2 to Lease and Concessions Contract, Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2021-120; Amendment No. 3 to Lease and Concessions Contract, Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2021-121; Amendment No. 3 to Lease and Concessions Contract, SSP America, Inc., Tampa International Airport, Resolution No. 2021-122; Amendment No. 2 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 3, Tampa International Airport, Resolution No. 2021-123; Amendment No. 2 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 5, Tampa International Airport, Resolution No. 2021-124**

Meeting Aug 5, 2021 - Aviation Authority Regular Board Meeting

Access Public

Type Action

Background:

Host International, Inc., HBF Tampa Partners JV, LLC, HG Tampa JV, Newslink of Tampa, LLC, Paradies-TPA 2014, LLC, Stellar Partners Tampa, LLC, SSP America, Inc., and TPA Hospitality Partners, LLC (collectively, Concessionaires) currently operate at Tampa International Airport (Airport) pursuant to separate Lease and Concessions Contracts (Lease). Under each respective Lease, Concessionaires owe certain fees to the Authority in exchange for operating at the Airport. Each Lease Term is currently 10 years from the opening of the respective Concession locations.

On August 6, 2020, the Board authorized amending each Lease to allow for an abatement and relief period of Minimum Annual Privilege Fees (MAPF) and Premises Rent due to the significant disruption to business resulting from the COVID-19 pandemic. This abatement and relief period expires on September 30, 2021.

Proposal:

Staff recommends amending the Leases to fortify the Concessions program for long-term viability. The recommended amendments include 1) resetting the MAPF to the initial MAPF under each Lease beginning October 1, 2021, 2) adding a Lease provision to mitigate future risk by reducing the Privilege Fee in the event of a prolonged reduction of enplanements at the Airport, and 3) extending each Lease Term by an additional two (2) years. The Authority may, at any time during this additional two (2) years, terminate a Lease at its sole discretion upon sixty (60) days' written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2021-115, 2021-116, 2021-117, 2021-118, 2021-119, 2021-120, 2021-121, 2021-122, 2021-123 and 2021-124.

Resolutions:

Resolution No. 2021-115 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract at Tampa International Airport with Host International, Inc., Package 1; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-116 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with Host International, Inc., Package 6; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-117 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with HBF Tampa Partners JV, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-118 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with HG Tampa JV; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-119 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with Newslink of Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-120 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with Paradies-TPA 2014, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-121 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract at Tampa International Airport with Stellar Partners Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-122 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract at Tampa International Airport with SSP America, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-123 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with TPA Hospitality Partners, LLC, Package 3; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-124 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with TPA Hospitality Partners, LLC, Package 5; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

Subject	2. Amendment No. 2 to Lease and Concessions Contract, WDFG North America, LLC, Tampa International Airport, Resolution No. 2021-125
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

WDFG North America, LLC (WDFG) currently holds the Lease and Concessions Contract (Contract) for duty-free services at Tampa International Airport's Airsides E and F.

On August 6, 2020, the Board authorized amending the Contract to allow for an abatement and relief period of the Minimum Annual Privilege Fees (MAPF) and Premises Rent due to the significant disruption to business resulting from the COVID-19 pandemic. That abatement and relief period expires on September 30, 2021. The duty-free business is primarily supported by international travel which remains severely impacted by the COVID-19 pandemic.

Proposal:

Amendment No. 2 will eliminate the MAPF payable by WDFG under the Contract beginning October 1, 2021. WDFG will still be required to pay the current Percentage Fee of 18% of all Gross Receipts for each Contract Year.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-125.

Resolution:

Resolution No. 2021-125 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with WDFG North America, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

Subject **3. Part 2 Contract for Design-Build Services, Monorail System Decommissioning and Moving Walkway Installation, HCAA Project No. 8315 20, Manhattan Construction Company, Tampa International Airport, Resolution No. 2021-108**

Meeting Aug 5, 2021 - Aviation Authority Regular Board Meeting

Access Public

Type Action

Background:

This Project will install moving walkways on Level 4 in the Long Term Parking Garage (LTPG) aligned with the existing elevator cores. Access to the Main Terminal from Level 4 in the LTPG will be across the new pedestrian bridge.

In addition, this Project will remove all portions of the existing monorail system, maintenance facility, guideway, equipment and other apparatus associated with the monorail system infrastructure. This will increase the number of parking spaces in both the Short Term Parking Garage (STPG) and the LTPG.

On October 30, 2019, a Request for Qualifications entitled Monorail System Decommissioning and Moving Walkway Installation at Tampa International Airport was issued.

On March 5, 2020, the Board approved negotiations with the number one ranked firm, Manhattan Construction Company.

On June 4, 2020, the Board approved a Part 1 Contract for Design-Build Services in the amount of \$2,288,048 for design of the Project.

Proposal:

The scope of work of this Part 2 Contract for Design-Build Services will include the installation of the moving walkways and the structural steel for all required structural improvements.

The maximum purchase authorization for this Part 2 Contract for Design-Build Services will be \$14,137,731, bringing the total combined Project Contract amount-to-date to \$16,425,779.

This Part 2 Contract for Design-Build Services will incorporate a W/MBE participation of 23.2% for design and 12.0% for construction.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase program for construction materials and supplies, if appropriate.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-108.

Resolution:

Resolution No. 2021-108 authorizes execution of Part 2 Contract for Design-Build Services, Monorail System Decommissioning and Moving Walkway Installation, HCAA Project No. 8315 20 at Tampa International Airport with Manhattan Construction Company; authorizes staff to use Owner's Direct Purchase Program, if appropriate; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	1. Construction Contract, Part 139 Airfield Improvements, HCAA Project Nos. 6865 21 and 6750 21, Astra Construction Services, LLC, Tampa International Airport, Resolution No. 2021-109
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project includes grading and drainage improvements in seven areas within or near the runway safety areas at Tampa International Airport. Also included are modifications to in-pavement electrical manholes, junction can lid replacement, partial depth junction can patch repairs, airfield electrical conduit and cable replacement, asphalt pavement demolition and replacement, asphalt pavement crack repairs and seal coating, and airfield pavement marking installation. A low bid solicitation was posted on May 14, 2021.

Proposal:

On June 29, 2021, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Astra Construction Services, LLC	\$3,625,000.00
Crisdel Group, Inc.	\$3,785,227.50
*David Nelson Construction Co.	\$4,033,852.00
*Ajax Paving Industries of Florida, LLC	\$4,057,404.50
*Kiewit Infrastructure South Co.	\$4,958,127.00

*David Nelson Construction Co., Ajax Paving Industries of Florida, LLC, and Kiewit Infrastructure South Co. were deemed non-responsive for failing to meet the prescribed DBE Goal and also failed to provide sufficient Good Faith Efforts documentation.

The lowest responsive and responsible bidder is Astra Construction Services, LLC.

A DBE Goal participation rate of 17.2% was prescribed and a DBE Goal participation rate of at least 58.4% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-109.

Resolution:

Resolution No. 2021-109 approves and authorizes award and execution of Construction Contract for Part 139 Airfield Improvements at Tampa International Airport with Astra Construction Services, LLC in the amount of \$3,625,000.00; approves rejection of bids received from David Nelson Construction Co., Ajax Paving Industries of Florida, LLC, and Kiewit Infrastructure South Co. as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	2. Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2021-110
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Baker, Donelson, Bearman, Caldwell & Berkowitz, PC has previously provided advice and counsel in the area of environmental law and other related matters for Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

Proposal:

Authorize execution of a Contract for Special Legal Services for environmental law with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC for a three-year period beginning October 1, 2021 and continuing through September 30, 2024 with two, one-year renewal options at the discretion of the Chief Executive Officer or designee. The maximum purchase authorization amount for the term of the Contract, including the renewal options, is \$500,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-110.

Resolution:

Resolution No. 2021-110 approves and authorizes execution of Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	3. Hillsborough County Aviation Authority Act Legislative Recodification, Tampa International Airport, Tampa Executive Airport, Peter O. Knight Airport, Plant City Airport, Resolution No. 2021-81
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Pursuant to Chapter 2012-234, Laws of Florida, as amended by Chapter 2014-250, Laws of Florida, the Hillsborough County Aviation Authority Act (Act) was codified as a compilation of all previous existing legislation relating to the Authority. It was the intent of the Legislature to provide a single, comprehensive special act charter for the Authority, including all then current legislative authority granted to the Authority by its several legislative enactments and any additional authority granted by the Act. The codification also acted as a reviser's bill, deleting provisions which had expired, had served their purpose or had been impliedly, repealed or superseded; replacing incorrect cross-references and citations; correcting grammatical, typographical, and like errors; removing inconsistencies and redundancies; improving clarity and facilitation of correct interpretation; defining frequently used terms; and reflecting standard business practices required for an independent special district such as the Authority to conduct its business. Pursuant to Section 18, Recodification, of the Act, prior to July 1, 2022, and every ten years thereafter, the Hillsborough County Legislative Delegation (Delegation) is required to review the Act for the purpose of determining whether there is a need for recodification. If it is determined that there is such a need, the Delegation may require the Authority to accomplish the recodification and prepare or cause to be prepared such legislation as may be necessary for such purpose.

Proposal:

Authority staff has reviewed the Act and in conjunction with the Delegation recommends recodification of the Act.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-81.

Resolution:

Resolution No. 2021-81 approves and authorizes recodification of the Hillsborough County Aviation Authority Act; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	4. Purchase Order(s), Data Communication Products and Services utilizing State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS, Presidio Networked Solutions, LLC through Cisco Systems, Inc. and Juniper Networks, Inc., Tampa International Airport
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This authorization provides a mechanism for the Information Technology Services Department to procure data communications products and services for the following categories on an as needed basis:

- Unified Communications
- Networking
- Routers, Switches, Security, and Storage Networking
- Wireless
- Facility Management, Monitoring and Control

Future requirements include, but are not limited to, GA Facilities Rehabilitation, Airfield Maintenance Building Rehabilitation, Shooter Detection System, Common Use Passenger Processing System (Phase 3), Self Service Bag Drop, network, telecom, AV upgrades, and lifecycle replacements.

Presidio Networked Solutions, LLC is an authorized reseller for both Cisco and Juniper products under the State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS.

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:

Staff recommends the issuance of purchase orders to Presidio Networked Solutions, LLC for data communication products and services through Cisco Systems, Inc. and Juniper Networks, Inc. utilizing State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS for the term of August 5, 2021 through September 30, 2024, with two, one-year renewal options at the discretion of the Chief Executive Officer or designee, contingent upon execution of the respective renewals between the State of Florida Department of Management Services, Presidio Networked Solutions, LLC, Cisco Systems, Inc., and Juniper Networks, Inc., in the maximum purchase authorization of \$7,875,000, including the renewal options.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to Presidio Networked Solutions, LLC for data communication products and services and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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

K. NEW BUSINESS

Subject	5. Proposed Capital and Operating Budget for Fiscal Year 2022
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
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 2022 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 carriers serving Tampa International Airport on July 27, 2021.

Recommendation:

Approval of the Proposed Capital and Operating Budget for Fiscal Year 2022 will be requested at the next Authority Board meeting on September 2, 2021.

K. NEW BUSINESS

Subject	6. CEO Annual Review
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
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:

Four Board Members have completed their evaluations of the CEO and submitted them to the Human Resources Department. One Board Member abstained from providing an evaluation. The CEO was measured in five areas on a scale of 1-5 (with 5 being the highest score). The resulting combined average score is 5.0/5.0.

The Board will review the CEO's performance and compensation, and consider updates to the CEO's Employment Contract.

Funding:

N/A

Recommendation:

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

L. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Aug 5, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

M. ADJOURNMENT

Subject

1. Adjournment

Meeting

Aug 5, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

Procedural
