



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

and

BOARD OF ADJUSTMENT HEARING

Thursday, February 2, 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.

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- A. **CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)**
- B. **PLEDGE OF ALLEGIANCE**
- C. **BOARD OF ADJUSTMENT HEARING**

C. BOARD OF ADJUSTMENT HEARING

1. Airport Study No. 2016-87, Request for Variance, Bohler Engineering, requesting a variance to construct a twenty-four story residential building, with a maximum height of 301' AMSL, located at 3401 Bayshore Boulevard, Tampa, FL, Resolution No. 2017-14
-

I. Background:

Bohler Engineering (Petitioner) is requesting a variance to construct a twenty-four story residential building, with a maximum height of 301' AMSL, on a site located at 3401 Bayshore Blvd, Tampa, FL. The nearest airport is Peter O. Knight.

Notice of this hearing before the Board of Adjustment was provided on January 13, 2017.

II. Proposal:

Petitioner is requesting a variance to construct a twenty-four story residential building.

III. Operational Impact:

The Petition was presented to the Airport Hearing Officer on November 10, 2016 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, would not be contrary to the public interest, will do substantial justice, and is 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 concern with the request.

IV. Funding:

N/A

C1 (Continued)

V. 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) the structure must be marked/lighted in accordance with FAA Advisory Circular 70/7460-1 L, Obstruction Marking and Lighting, flags/red lights – Chapters 4, 5 (Red), & 12; (2) Petitioner must E-file FAA Form 7460-2, Notice of Actual Construction or Alteration, within five (5) days after construction reaches its greatest height; and (3) Petitioner must obtain a temporary permit from the Authority for use of a crane, not to exceed 391' AMSL.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires on March 27, 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.

VI. Resolution:

Resolution No. 2017-14 approves and authorizes a variance for Airport Study No. 2016-87, Bohler Engineering, to construct a twenty-four story residential building, with a maximum height of 301' AMSL, on a site located at 3401 Bayshore Blvd, Tampa, FL; and authorizes the Airport Zoning Director or his designee to execute all other ancillary documents.

- D. **CALL TO ORDER (REGULAR BOARD MEETING)**
- E. **APPROVAL OF THE AGENDA**
- F. **PUBLIC COMMENTS**
- G. **APPROVAL OF THE MINUTES** – Regular Authority Meeting – December 7, 2016
- H. **MANAGEMENT REPORT**
- I. **APPROVAL OF THE CONSENT AGENDA**

I. CONSENT ITEM

1. Consent to Assignment and Assumption Contract, ABM Parking Services, Inc. and ABM Aviation, Inc. d/b/a ABM Parking Services, Tampa International Airport, Resolution No. 2017-16
-

I. Background:

On April 5, 2012, the Board awarded a Parking Facilities and Shuttle Service Management Agreement (Agreement) to Ampco Parking, Inc. d/b/a Ampco Airport to provide day-to-day management and operation of the parking facilities and shuttle bus services at Tampa International Airport. The initial term of the Agreement is May 1, 2012 through June 30, 2017 with three, one-year options to renew at the sole option of the Authority's Board.

In February 2012, Ampco Parking, Inc. d/b/a Ampco Airport changed its name to ABM Parking Services, Inc.

Effective January 1, 2017, ABM Parking Services, Inc. merged with ABM Industry Groups, LLC and assigned the Agreement to ABM Aviation, Inc. d/b/a ABM Parking Services.

II. Proposal:

Staff recommends the Board consent to assignment of the Agreement from ABM Parking Services, Inc. to ABM Aviation, Inc. d/b/a ABM Parking Services.

III. Funding:

N/A

IV. Recommendation:

Management recommends the adoption of Resolution No. 2017-16.

V. Resolution:

Resolution No. 2017-16 approves and authorizes execution of the Consent to

I1 (Continued)

Assignment and Assumption Contract at Tampa International Airport between ABM Parking Services, Inc. and ABM Aviation, Inc. d/b/a ABM Parking Services; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

2. Amendment No. 1 to Parking Facilities and Shuttle Service Management Agreement, ABM Aviation, Inc. d/b/a ABM Parking Services, Tampa International Airport, Resolution No. 2017-07
-

I. Background:

On April 5, 2012 the Board awarded a Parking Facilities and Shuttle Service Management Agreement (Agreement) to Ampco Parking, Inc. d/b/a Ampco Airport to provide day-to-day management and operation of the parking facilities and shuttle bus services at Tampa International Airport. The initial term of the Agreement is May 1, 2012 through June 30, 2017 with three, one-year options to renew at the sole option of the Authority Board. The total five year projected cost of the Agreement is \$27,542,442 and includes a fixed annual management fee and a fixed shuttle bus maintenance fee for each of the five years. The Agreement also includes a reimbursable approved operating cost.

In February 2012, Ampco Parking, Inc. d/b/a Ampco Airport changed its name to ABM Parking Services, Inc.

ABM Parking Services, Inc. recently merged with ABM Industry Groups, LLC and assigned the Agreement to ABM Aviation, Inc. d/b/a ABM Parking Services. A separate item under this Agenda seeks the Board's consent to such assignment.

II. Proposal:

This Amendment No. 1 recognizes the name change from Ampco Parking Inc. d/b/a Ampco Airpark to ABM Aviation, Inc. d/b/a ABM Parking Services; exercises one, one-year renewal option, thereby revising the expiration date of the Agreement to June 30, 2018; authorizes the remaining renewal options to be approved at the discretion of the Chief Executive Officer or designee; authorizes an increase of the annual management fee from \$354,658 to \$356,416; and changes the annual fixed shuttle bus maintenance fee of \$121,316 to a not-to-exceed annual amount of \$312,000, or \$26,000 per month as a result of the use and maintenance requirements for the 16 Economy Shuttle Buses. The Authority intends to cease utilizing the Economy Shuttle Buses when the ConRac opens.

I2 (Continued)

III. Funding:

This item is included in the O&M Budget.

IV. Recommendation:

Management recommends the adoption of Resolution No. 2017-07.

V. Resolution:

Resolution No. 2017-07 approves and authorizes execution of Amendment No. 1 to Parking Facilities and Shuttle Service Management Agreement at Tampa International Airport with ABM Aviation, Inc. d/b/a ABM Parking Services; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM**3. Groundwater Use Regulation, Tampa International Airport, Resolution No. 2017-15**

I. Background:

The Authority has been working closely with the Florida Department of Environmental Protection (FDEP) to complete the environmental rehabilitation of Authority-owned property where certain underground contaminants have been identified. Authority and FDEP staff are able to streamline FDEP's institutional control requirements through the Authority's promulgation of a Groundwater Use Regulation for Tampa International Airport. The Groundwater Use Regulation codifies a condition that is already in place and is not expected to change in the future. The source of water for human consumption at Tampa International Airport is the regional public water system, which is currently provided by the City of Tampa or Hillsborough County. The Groundwater Use Regulation requires that all buildings or facilities used for human occupancy that require a water distribution system must be connected to the regional public water system. The goal of the Groundwater Use Regulation is that the groundwater under Tampa International Airport is not a source of water for human consumption. FDEP has approved the form and content of the Groundwater Use Regulation. FDEP has instructed the Authority to promulgate the Groundwater Use Regulation and provide a copy of the Groundwater Use Regulation along with a map of Tampa International Airport that identifies the area of coverage. The promulgation of this Groundwater Use Regulation is expected to result in site closure at a reduced cost to the Authority while ensuring protection of human health and the local environment.

II. Proposal:

To complete site rehabilitation and fulfill the requirements of FDEP in a more streamlined and cost-effective way it is necessary to promulgate this Groundwater Use Regulation.

III. Funding:

N/A

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-15.

I3 (Continued)

V. Resolution:

Resolution No. 2017-15 approves and authorizes promulgation of a Groundwater Use Regulation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

4. License and Maintenance Agreement, Azteca Systems, LLC, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports, Resolution No. 2017-08
-

I. Background:

The Information Technology Department is seeking to purchase an asset management software system that will integrate directly with the current Authority geographic information system, allow for the management of airfield and terminal assets, capture maintenance workflows in a centralized location, and which has been approved by the FAA for use in the FAR Part 139 Self-Inspection processing support of a paperless inspection and maintenance process. Cityworks Asset Management System Software (Cityworks) is the only known solution that meets all of these requirements.

On November 2, 2016, a Notice of Intent to Sole Source with Azteca Systems, LLC for the purchase of Cityworks was publicly advertised. No responses were received. Cityworks licensing, maintenance and support services are considered proprietary and can only be provided by Azteca Systems, LLC. Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

II. Proposal:

This item authorizes execution of a License and Maintenance Agreement with Azteca Systems, LLC for the purchase of Cityworks Asset Management System Software for the period of February 3, 2017 through February 2, 2020. The total not-to-exceed amount of the License and Maintenance Agreement is \$225,000.

III. Funding:

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

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-08.

I4 (Continued)

V. Resolution:

Resolution No. 2017-08 approves and authorizes the execution of License and Maintenance Agreement at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Azteca Systems, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

5. Purchase Order, General Purpose Commercial Information Technology Equipment, Software, and Services utilizing GSA Contract No. GS-35F-0682R, Geographic Information Services, Inc., Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports
-

I. Background:

The Authority requires IT consulting services for the implementation of Cityworks Asset Management System Software (Cityworks Software) provided by Azteca Systems, Inc. Cityworks Software will assist in managing the lifecycle of airfield and terminal assets and has been approved by the FAA for use in the FAR Part 139 Self-Inspection process, supporting a paperless inspection and maintenance process. Additional IT consulting services are needed for on-going support of the current enterprise geographical information system which provides on premises and online mapping and reporting of land and buildings.

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.

II. Proposal:

Authorize the issuance of purchase orders to Geographic Information Services, Inc. for IT consulting services utilizing GSA Contract No. GS-35F-0682R for the period of February 2, 2017 through June 21, 2020, for a total not-to-exceed amount of \$1,030,000.

III. Funding:

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

IV. Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to Geographic Information Services, 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. CONSENT ITEM

6. Master Services Agreement, SITA Information Networking Computing USA, Inc., Tampa International Airport, Resolution No. 2017-06
-

I Background:

On May 1, 2014, the Board authorized the issuance of a sole source purchase order to SITA Information Networking Computing USA, Inc. in the not-to-exceed amount of \$400,000 for the purchase of ten (10) Phase 3 Visa Waiver Automated Passport Control kiosks, including installation, site implementation, and training. On September 19, 2014, the Authority purchased an additional kiosk that is ADA compliant.

Staff recommends execution of a Master Services Agreement with SITA Information Networking Computing USA, Inc. to allow for the purchase of additional kiosks, software, software upgrades, spare parts, maintenance, and the continued support of previously purchased kiosks.

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

II. Proposal:

This item authorizes execution of a Master Services Agreement with SITA Information Networking Computing USA, Inc., incorporating previous purchases and associated support and authorizing the purchase of additional kiosks, software, software upgrades, support, spare parts, and maintenance, for the period of February 2, 2017 through February 1, 2020, with two, one-year renewal options at the discretion of the Chief Executive Officer or designee. The total not-to-exceed amount of the Master Services Agreement, including all renewal options, is \$500,000.

III. Funding:

This item is included in the O&M Budget.

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-06.

I6 (Continued)

V. Resolution:

Resolution No. 2017-06 approves and authorizes the execution of the Master Services Agreement at Tampa International Airport with SITA Information Networking Computing USA, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

7. Purchase Order, Exterior Dynamic Signage Replacement utilizing Florida Department of Transportation ITB-DOT-15/16-9005-GH, HCAA Project No. 6375 17, Daktronics, Inc., Tampa International Airport
-

I. Background:

In 2004, dynamic signage was installed in eight locations along George J. Bean Parkway. These dynamic signs are now obsolete and are no longer supported by the manufacturer. This project will provide updated dynamic signage along George J. Bean Parkway.

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.

II. Proposal:

Authorize the issuance of a purchase order to Daktronics, Inc. for the purchase of eight (8) exterior dynamic signs utilizing the Florida Department of Transportation ITB-DOT-15/16-9005-GH in the total not to exceed amount of \$621,400.

III. Funding:

This item is included in the Capital Budget.

IV. Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of a purchase order to Daktronics, 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. CONSENT ITEM

8. Purchase Order, Police Rated, Administrative, Utility Vehicles, Trucks & Vans utilizing Florida Sheriffs Association Contract No. FSA16-VEH24.0, Hub City Ford, Tampa International Airport
-

I. Background:

The Authority's fiscal year 2017 equipment budget provides for the purchase of an assortment of vehicles and equipment for the Maintenance Department.

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.

II. Proposal:

Authorize the issuance of a purchase order to Hub City Ford for six (6) pickup trucks utilizing the Florida Sheriffs Association Contract No. FSA16-VEH24.0 for the term of February 2, 2017 through September 30, 2017 in a total not-to-exceed amount of \$174,000.

III. Funding:

This item is included in the Capital Budget.

IV. Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of a purchase order to Hub City Ford 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. CONSENT ITEM

9. Space Rental Agreement, United Airlines, Inc., Tampa International Airport, Resolution No. 2017-01

I. Background:

United Airlines, Inc. (United) currently operates at Tampa International Airport under an Airline-Airport Use and Lease Agreement with the Authority (Signatory Agreement). In support of those operations, it is necessary for United to temporarily lease certain space at the Airside A Ramp Level for its maintenance personnel.

II. Proposal:

United desires to lease 166 sq. ft. of Airside A Ramp Level space at the FY 2017 non-signatory rate indicated below:

<u>Description</u>	<u>Sq. Ft.</u>	<u>FY 17 Rate</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Airside A Ramp Level Space	166	\$89.59	\$14,871.94	\$1,239.33

The Space Rental Agreement commences February 1, 2017 and terminates concurrently with all other space rental agreements on September 30, 2020. Either party may terminate the Space Rental Agreement upon 30 days' written notice.

III. Funding:

N/A

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-01.

V. Resolution:

Resolution No. 2017-01 approves and authorizes execution of the Space Rental Agreement at Tampa International Airport with United Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

10. Subscription Agreement, Consolidated On-line Domestic and International Airfare Data Service, Diio, LLC, Tampa International Airport, Resolution No. 2017-09
-

I. Background:

On September 6, 2012, the Board authorized the issuance of a sole source purchase order to Diio, LLC in an annual amount not-to-exceed \$40,000 for consolidated on-line domestic and international airfare data service. A Subscription Agreement in furtherance of the purchase order was later entered into. This data service is critical to the Authority's continued ability to attract international carriers to the Tampa Bay market. Staff requires additional data service, to include domestic fare and market size data which provides ticket settlement and revenue forecasting of single routes. A new Subscription Agreement is required due to the increase in cost of the additional modules.

Diio, LLC provides a proprietary on-line domestic and international airfare subscription service which collects flight and market performance data such as carrier reported traffic and fare and operating costs from the U.S. Department of Transportation and other sources. The data is then consolidated into a single database.

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

II. Proposal:

This item authorizes execution of a Subscription Agreement with Diio, LLC for on-line domestic and international airfare data service for the period of March 1, 2017 through February 1, 2018, with three, one-year renewal options at the discretion of the Chief Executive Officer or designee, in a total not-to-exceed amount of \$240,000, including the renewal options.

III. Funding:

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

I10 (Continued)

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-09.

V. Resolution:

Resolution No. 2017-09 approves and authorizes the execution of the Subscription Agreement at Tampa International Airport with Diio, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. CONSENT ITEM

11. Tampa Bay Trade & Protocol Council Services Agreement, Tampa International Airport, Resolution No. 2017-11
-

I. Background:

The Tampa Bay Trade & Protocol Council Services Agreement (Agreement) between the Greater Tampa Chamber of Commerce, including, Hillsborough County, City of Tampa, Tampa Bay Convention & Visitors Bureau, Inc., the University of South Florida Board of Trustees, and the University of Tampa, funds and supports the operation of the Tampa Bay Trade & Protocol Council.

II. Proposal:

Management recommends execution of the Agreement for a term of October 1, 2016 through September 30, 2019. Under the Agreement, the Authority Marketing Department will annually provide \$50,000 to the Tampa Bay Trade & Protocol Council.

III. Funding:

The Marketing Department has allocated \$50,000 to the Tampa Bay Trade & Protocol Council for every year of this Agreement.

IV. Recommendation:

Management recommends adoption of Resolution No 2017-11.

V. Resolution:

Resolution No 2017-11 approves and authorizes execution of Tampa Bay Trade & Protocol Council Services Agreement; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. **POLICIES OR RULES FOR CONSIDERATION OR ACTION**

K. COMMITTEE REPORTS

L. UNFINISHED BUSINESS

1. Amendment No. 6 to Agreement for Consulting Services, Master Plan Update 2012 and Common Use Passenger Processing System – Master Plan, HCAA Project Nos. 5860 12 and 5505 11, HNTB Corporation, Tampa International Airport, Resolution No. 2017-12

I. Background:

On November 3, 2011, the Board approved an Agreement for Consulting Services for the Master Plan Update 2012 and Common Use Passenger Processing System (CUPPS) - Master Plan with HNTB Corporation (HNTB).

The cost for the Master Plan Update 2012 project including CUPPS was a not-to-exceed amount of \$2,076,415 for basic services and a not-to-exceed amount of \$174,916 for direct and reimbursable expenses. The total combined Agreement amount is \$2,251,331.

A DBE goal of 17.49% was incorporated into the Agreement for the Master Plan Update 2012. There was not a DBE or W/MBE requirement for the CUPPS – Master Plan.

In accordance with Policy P410, Procurement, the Chief Executive Officer approved four amendments to the Agreement (Nos. 1, 2, 3, and 5) and the Board approved one amendment to the Agreement (No. 4). They are as follows:

Amend. No.	Amount	CEO or Board Approval	Description
1	\$0.00	CEO	Changed Project Manager
2	\$53,407.22	CEO	Provided additional renderings, analyses and additional Public Meeting efforts
3	\$57,524.16	CEO	Provided an animation
4	\$453,656.62	Board	Review and validation of Phases 2 and 3 to the 2012 Master Plan
5	\$118,391.70	CEO	Additional studies, analyses, roadway planning and airline meetings in support of the 2012 Master Plan validation

L1 (Continued)

The total Agreement amount is currently \$2,934,310.70. The DBE goal is currently 12.14%.

II. Proposal:

Additional efforts are required for the 2012 Master Plan Phase 2 and 3 validation study being prepared by HNTB. The Authority requested that HNTB provide additional coordination with Authority staff and airlines, prepare additional reports, provide additional deliverables, prepare and attend meetings and support the Authority as necessary with respect to the following:

- Provide new and revised terminal configurations based on input from preliminary meeting with airlines
- Generate white paper on gate forecasting process
- Assess relocating airlines to other airside and determine gate capacity impacts
- Break down the Master Plan gated flight schedule into individual airline flight schedules
- Determine gate requirements with aggressive towing and irregular operations
- Create Aircraft Remain Over Night graphics to show distance from gates to aprons
- Provide support documentation for the Passenger Facility Charge Application
- Coordinate cost estimating with Authority Consultants
- Attend additional workshop meetings with staff and airlines and prepare associated documentation
- Provide additional documentation for Alternative Terminal Planning Study report

The not-to-exceed amount for Amendment No. 6 will be \$499,990.30, bringing the total combined Agreement amount to date to \$3,434,301.00.

Amendment No. 6 will change the DBE goal for the Master Plan Update 2012 to 9.9%.

L1 (Continued)

III. Funding:

This item is being funded from reserves.

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-12.

V. Resolution:

Resolution No. 2017-12 authorizes execution of Amendment No. 6 to Agreement for Consulting Services for Master Plan Update 2012 and Common Use Passenger Processing System – Master Plan, HCAA Project Nos. 5860 12 and 5505 11, at Tampa International Airport with HNTB Corporation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

1. Contract, Common Use Self Service, HCAA Project No. 6331 15, Air-Transport IT Services, Inc., Tampa International Airport, Resolution No. 2017-10
-

I. Background:

This project will provide for Common Use Self Service (CUSS) at Tampa International Airport's new Consolidated Rental Car Facility (ConRAC). CUSS allows passengers to check-in, check baggage, print a boarding pass or change a reservation without using the airline ticket counter or interacting with airline personnel. A single CUSS kiosk can be used by several different participating airlines and provides the passenger with an easier and faster passage through the Airport. This project will improve the overall passenger experience and help improve passenger flow through the ConRAC.

The Authority has recently implemented Air-Transport IT Services, Inc.'s Extended Airline System Environment (EASE™) software suite to allow for the common/shared use of ticket counter and gate resources for passenger processing. EASE™ software will be used for this project. This software is proprietary and must be procured from Air-Transport IT Services, Inc.

On October 5, 2016, a Notice of Intent to Sole Source with Air-Transport IT Services, Inc. for implementation and maintenance of their EASE™ software suite was publicly advertised. No responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services. Procurement has determined that this is a sole source purchase.

II. Proposal:

The proposed Contract with Air-Transport IT Services, Inc. is for ten CUSS kiosks as well as implementation and configuration of the new CUSS software and equipment for eight common use baggage check-in workstations utilizing the EASE™ software. Training and maintenance support for the first year following completion are also included in the Contract. The Contract amount is \$568,810.00.

M1 (Continued)

III. Funding:

This item is included in the Capital Budget.

IV. Recommendation:

Management recommends adoption of Resolution No. 2017-10.

V. Resolution:

Resolution No. 2017-10 approves and authorizes the award and execution of the Contract for Common Use Self Service at Tampa International Airport with Air-Transport IT Services, Inc. in the amount of \$568,810.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

N. PRESENTATIONS - None

O. STAFF REPORTS

P. ADJOURNMENT