



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

**Thursday, February 6, 2020
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, February 6, 2020
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. Amendment No. 1 to Contract for Special Legal Services, Kaplan, Kirsch & Rockwell LLP, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-10
2. Ratification of Emergency Purchase, Taxiway C Demolition and Repair, HCAA Project No. 6675 20, Johnson Bros. Corporation, A Southland Company, Tampa International Airport, Resolution No. 2020-05
3. Artist Services Contract, HCAA Project No. 8230 18, Sheryl Oring, Tampa International Airport, Resolution 2020-04
4. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
5. Use and Permit Agreement for Transportation Network Company, Call A Ride, Inc., Tampa International Airport, Resolution No. 2020-08
6. Space Rental Agreement, Transafe Transportation, Inc. d/b/a Premier Airport Transportation, Tampa International Airport, Resolution No. 2020-09

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Update to Policy Manual, Revisions to Policy for Approval: Section 300, Policy P301, Public Parking

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Part 1 Contract for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2020-02

K. NEW BUSINESS

1. Construction Contract, Short Term Parking Garage – Level 9 Rehabilitation, HCAA Project No. 6590 19, Concrete Protection and Restoration, Inc., Tampa International Airport, Resolution No. 2020-03
2. Purchase Order(s), Telecommunications Infrastructure Project Services 2 (TIPS 2) utilizing State of Florida Contract No. DMS-18/19-045E, COMCO Communication Installation and Service Company, Inc. (COMCO), Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
3. Selection of Firm and Award of Agreement for Parking Facilities Management Services, ABM Aviation, Inc., Tampa International Airport, Resolution No. 2020-06
4. Approval of Public Parking Rate Adjustment, Tampa International Airport, Resolution No. 2020-07

L. STAFF REPORTS

1. Staff Reports

M. ADJOURNMENT

1. Adjournment



**Thursday, February 6, 2020
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	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Feb 6, 2020 - 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	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

PRESENTATION

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Amendment No. 1 to Contract for Special Legal Services, Kaplan, Kirsch & Rockwell LLP, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-10
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On November 5, 2015, the Board approved a Special Legal Services Contract (Contract) with Kaplan, Kirsch & Rockwell LLP for legal services in a total not-to-exceed amount of \$250,000. The initial term of the Contract was November 5, 2015 through November 4, 2018, with one, two-year renewal option at the discretion of the Authority General Counsel or Assistant General Counsel. The one, two-year renewal option has been exercised, revising the end date of the Contract to November 4, 2020. The Authority may cancel the Contract with 30 days advance written notice.

Proposal:

This Amendment No. 1 authorizes an increase of \$200,000 to the Contract for a new total maximum purchase authorization amount of \$450,000. Kaplan, Kirsch & Rockwell LLP will continue to represent the Authority with regard to airport law and related legal matters.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-10.

Resolution:

Resolution No. 2020-10 approves and authorizes execution of Amendment No. 1 to Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Kaplan, Kirsch & Rockwell LLP; and authorizes the General Counsel or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Ratification of Emergency Purchase, Taxiway C Demolition and Repair, HCAA Project No. 6675 20, Johnson Bros. Corporation, A Southland Company, Tampa International Airport, Resolution No. 2020-05
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On October 29, 2019, the Authority discovered two severely cracked concrete slabs on Taxiway C. The area was subsequently inspected by the Authority's Continuing General Consultant who recommended full depth removal and replacement of the two cracked slabs. Due to the vertical displacement of the cracked concrete, Taxiway C was closed until the repairs were completed.

In accordance with Authority Policy P410, Procurement, emergency purchases may be made for situations threatening the safety of employees or passengers, the operations of the airport, or loss of airport property. Since the pavement condition required taxiway closure and was a potential safety issue to aircraft operations in this area, an emergency procurement was declared and authorized by the Executive Vice President of Operations and Customer Services.

Proposal:

Quotes were received as follows:

<u>Company Name</u>	<u>Quote Amount</u>
* Johnson Bros. Corporation, A Southland Company	\$110,000.00
Kimmins Contracting	\$147,585.00

The Vice President of Procurement proceeded with an emergency purchase and authorized a Purchase Order with Johnson Bros. Corporation, A Southland Company for the Taxiway C Demolition and Repair in the amount of \$110,000 on November 22, 2019. Work commenced on November 25, 2019.

*\$3,806.70 was later added to account for additional repairs discovered after issuance of the Purchase Order.

No W/MBE expectancy participation rate was prescribed.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-05.

Resolution:

Resolution No. 2020-05 ratifies the emergency purchase for Taxiway C Demolition and Repair, HCAA Project No. 6675 20, at Tampa International Airport with Johnson Bros. Corporation, A Southland Company, in the amount of \$113,806.70; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	3. Artist Services Contract, HCAA Project No. 8230 18, Sheryl Oring, Tampa International Airport, Resolution 2020-04
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Public Art Program provides a variety of opportunities for the traveling public to experience and engage in artistic excellence. As part of the Master Plan Phase 1 construction program, locations through Tampa International Airport's facilities were identified to accommodate Public Art.

On April 7, 2016, the Board approved an Artist Services Contract with Artist Sheryl Oring (Artist) with a maximum purchase authorization of \$149,975 to design and install "Greetings from Tampa Bay" for Economy Parking Garage Station (Location APM 2).

In September 2017, the Artist submitted a claim that cited "planned work that could not be carried out because of the status of the construction site" during the Artist's site visits in March, July and September 2017. Review of the claim by the Authority prompted a fresh review of the design, which raised safety concerns associated with the Artwork being installed in Location APM2.

In accordance with Policy P410, Procurement, the Chief Executive Officer approved two change Orders to the Contract. These changes included an increase to the Contract sum by \$3,000 for an additional design modification, contemplation of a solution to address safety concerns for Location APM 2, agreement to final settlement of the Artist's claim and removal of the final deliverable (installation of Artwork) from the Contract. Due to the safety concerns associated with the design for Location APM 2, the claim was settled and the Artwork was delivered to the Authority warehouse.

On July 11, 2019, the Authority issued a purchase order for \$10,000 to the Artist to re-imagine the previously created Artwork "Greetings from Tampa Bay" for the new Suite B Walkway location that will be constructed at Tampa International Airport under Phase 2 of the Authority Master Plan. The purpose of this Sole Source Contract is for the Artist to re-design and install "Greetings from Tampa Bay" in the new Suite B Walkway location.

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

A Notice of Intent to Sole Source was advertised on December 4, 2019. No responses were received.

Proposal:

This Artist Services Contract will commence on February 6, 2020. Substantial completion of the Artwork installation is anticipated in December 2020. The maximum purchase authorization amount for this Artist Services Contract is \$112,750.

There was no W/MBE goal for this Artist Services Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-04.

Resolution:

Resolution No. 2020-04 approves and authorizes award and execution of Artist Services Contract, HCAA Project No. 8230 18 at Tampa International Airport with Sheryl Oring; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	4. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
Meeting	Feb 6, 2020 - 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 \$19,460.80 for the purchase of police carrier vests.

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	5. Use and Permit Agreement for Transportation Network Company, Call A Ride, Inc., Tampa International Airport, Resolution No. 2020-08
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On August 3, 2017, the Board approved Use and Permit Agreements for Transportation Network Company (Agreement) for Lyft, Inc., Raiser-DC, LLC, operating as Uber, and Wingz, Inc. The Agreements allowed each Transportation Network Company (TNC) to provide pre-arranged rides via a digital network for the period of August 3, 2017 through September 30, 2019.

On September 5, 2019, the Board approved Amendment No. 1 to the Agreements which extended the term to September 30, 2020 to allow staff to evaluate the optimal use of the additional curbsides under Phase 2 of the Master Plan.

Call A Ride, Inc. (CAR) is a new TNC based in Clearwater Florida, which began operating in the Tampa Bay area in August 2019. CAR desires to obtain an Agreement to operate at Tampa International Airport. CAR's Agreement term will be aligned with the three existing TNCs in order to provide the opportunity to make Agreement and/or operational changes unilaterally.

Proposal:

This item authorizes execution of a Use and Permit Agreement for Transportation Network Company with CAR to provide pre-arranged rides via a digital network for the period of February 6, 2020 through September 30, 2020. The monthly fee will be the greater of 1/12 of the Minimum Annual Privilege Fee of \$2,500 or the number of pick-ups made by CAR drivers each month multiplied by the Board approved \$5.00 per-trip fee.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-08.

Resolution:

Resolution No. 2020-08 authorizes award and execution of Use and Permit Agreement for Transportation Network Companies at Tampa International Airport with Call A Ride, 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, Transafe Transportation, Inc. d/b/a Premier Airport Transportation, Tampa International Airport, Resolution No. 2020-09
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Transafe Transportation, Inc. d/b/a Premier Airport Transportation (Transafe) has an Airport Shared Ride Services Agreement at Tampa International Airport (Airport) which was approved by the Board on December 5, 2019. Transafe provides an on-demand and pre-arranged shared-ride ground transportation service to customers from and to the Airport. Transafe desires to lease ground transportation counter and office space in the ground transportation areas of the Main Terminal to support its customer service and other operational needs.

Proposal:

This item approves and authorizes a Space Rental Agreement (Agreement) with Transafe to lease 195 square feet of ground transportation counter space in the Blue 1, Blue 2, and Red 2 ground transportation areas of the Main Terminal at the rate of \$42.66 per square foot, and 238 square feet of ground transportation office space in the Blue 1 ground transportation area of the Main Terminal at the rate of \$22.89 per square foot, both which may be adjusted annually.

<u>Description</u>	<u>Sq. Ft.</u>	<u>Annual Rent Per Sq. Ft.</u>	<u>Annual Total Rent</u>
Ground Transportation Office	238	\$22.89	\$5,447.82
Ground Transportation Counters	195	\$42.66	\$8,318.70

The Agreement commences on February 6, 2020 and terminates on January 31, 2022. The Agreement may be renewed at the same terms and conditions for one, one-year period at the discretion of the Chief Executive Officer (CEO). Such renewal will be effective by written letter to Transafe from the CEO, without the need for formal amendment of the Agreement. Either party may terminate the Agreement upon thirty (30) days' written notice. Transafe must provide a security deposit in the amount of \$3,441.66, equal to three months' rent.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-09.

Resolution:

Resolution No. 2020-09 approves and authorizes execution of Space Rental Agreement at Tampa International Airport with Transafe Transportation, Inc. d/b/a Premier Airport Transportation; 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: Section 300, Policy P301, Public Parking
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Policy P301, Public Parking, was approved by the Board on December 5, 2002, and establishes the provision and operation of public parking facilities. Policy P301 allows the Board to fix, alter, charge or establish permanent rates, fees and other charges for public parking facilities, and authorizes the Chief Executive Officer (CEO) to implement temporary, not to exceed 180 days, promotional programs for public parking facilities in an effort to increase profitability and trial usage, or to meet temporary parking demand needs for operational reasons.

The new Parking and Revenue Control System (PARCS) and the new online parking booking system will allow the Authority flexibility to implement promotional and seasonal pricing at a rate that will never exceed the Board approved maximum daily public parking rate for Short Term, Long Term, and Economy Parking Garages as well as Valet.

Proposal:

Staff recommends revising Policy P301 as follows in order to align the Authority's parking business with best practices and leverage the online parking booking system and PARCS to provide operational efficiencies, enhanced customer service, and optimize revenue.

- Allow the CEO to implement promotional and seasonal pricing without the limitation of 180 days. Such promotional or seasonal pricing will never exceed Board approved daily public parking rates for the public parking facility or product.
- Authorize the CEO to adjust hourly parking rates or increments of hourly parking rates, not to exceed Board approved daily public parking rates for the public parking facility or product.
- Allow the CEO to implement premium products and pricing, which may include enhanced amenities or services.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to Policy P301, Public Parking.

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

I. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

J. UNFINISHED BUSINESS

Subject	1. Part 1 Contract for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2020-02
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project will refurbish and expand Tampa International Airport's restrooms at Airsides A, C and F. This Project will also include an expansion to the Airside C building to accommodate offices displaced by the expansion.

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

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

Proposal:

This item awards the Part 1 Contract for Design-Build Services to HCBeck, Ltd. d/b/a The Beck Group for design of the Project with a maximum purchase authorization of \$2,005,275 for basic services and reimbursable expenses.

This Part 1 Contract for Design-Build Services will commence on February 6, 2020. Substantial completion of the Project is anticipated in January 2023.

A W/MBE goal of at least 11% of the dollar amount earned on the Part 1 Contract for Design-Build Services for the design phase of the Project was prescribed. This Part 1 Contract for Design-Build Services will incorporate a W/MBE participation of at least 35.1% of the dollar amount earned on the design phase of the Project.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-02.

Resolution:

Resolution No. 2020-02 authorizes execution of the Part 1 Contract for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20 at Tampa International Airport with HCBeck, Ltd. d/b/a The Beck Group; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	1. Construction Contract, Short Term Parking Garage – Level 9 Rehabilitation, HCAA Project No. 6590 19, Concrete Protection and Restoration, Inc., Tampa International Airport, Resolution No. 2020-03
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project consists of rehabilitation of Level 9 of the Short Term Parking Garage at Tampa International Airport. The entire parking area of Short Term Parking Garage Level 9 will be repaired, waterproofed, and re-stripped.

A low bid solicitation was advertised on November 6, 2019.

Proposal:

On December 17, 2019, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Concrete Protection and Restoration, Inc.	\$1,524,064.00
*General Caulking & Coatings Co., Inc.	\$1,699,673.68
Restocon Corporation	\$2,187,889.00
Gutknecht Construction Company	\$2,294,744.00
*Innovative Masonry Restoration LLC	\$2,626,044.00
**Merit Professional Coatings, Inc.	\$3,347,687.03

The lowest responsive and responsible bidder is Concrete Protection and Restoration, Inc.

*General Caulking & Coatings Co., Inc. and Innovative Masonry Restoration LLC were deemed non-responsive for failing to meet the prescribed W/MBE Goal.

**Merit Professional Coatings, Inc. was deemed non-responsive for failing to meet the prescribed W/MBE Goal and failing to include other required documents with their bid.

A W/MBE Goal participation rate of 14% was prescribed and a W/MBE Goal participation rate of at least 14% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-03.

Resolution:

Resolution No. 2020-03 approves and authorizes award and execution of Construction Contract for Short Term Parking Garage – Level 9 Rehabilitation, HCAA Project No. 6590 19 at Tampa International Airport with Concrete Protection and Restoration, Inc. in the amount of \$1,524,064.00; approves rejection of bids received from General Caulking & Coatings Co.,

Inc., Innovative Masonry Restoration LLC and Merit Professional Coatings, Inc. as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	2. Purchase Order(s), Telecommunications Infrastructure Project Services 2 (TIPS 2) utilizing State of Florida Contract No. DMS-18/19-045E, COMCO Communication Installation and Service Company, Inc. (COMCO), Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This purchase authorization will provide the Authority with telecommunications infrastructure project related services on an as needed basis, utilizing State of Florida Contract No. DMS-18/19-045E. Services include but are not limited to:

- Design and installation of structured cabling infrastructure systems;
- Installation of low voltage cabling for telephones, computers, audio, and visual technologies;
- Repairs to cabling systems and telecommunication infrastructure equipment; and
- Moving information technology systems.

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

Proposal:

Authorize the issuance of purchase orders to COMCO Communication Installation and Service Company, Inc. for telecommunications infrastructure project related services utilizing State of Florida Contract No. DMS-18/19-045E for the period of February 6, 2020 through December 2, 2022, with up to three, discrete one-year renewal options at the discretion of the Chief Executive Officer, contingent upon approval of similar renewal options exercised by the State of Florida, in the maximum purchase authorization amount of \$5,000,000, including the renewal options.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to COMCO Communication Installation and Service Company, 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.

K. NEW BUSINESS

Subject	3. Selection of Firm and Award of Agreement for Parking Facilities Management Services, ABM Aviation, Inc., Tampa International Airport, Resolution No. 2020-06
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Parking facilities management services include oversight of the parking toll plazas, revenue collection, garage cleaning, valet parking and other parking services to support the \$70 million airport parking business. The parking facilities comprise the Short Term, Long Term and Economy Parking Garages, North Employee Parking Lot and any overflow parking, which generate approximately 3 million transactions per year.

Parking facilities and shuttle service management has been provided by ABM Aviation, Inc. dba ABM Parking Services (ABM) since May 1, 2012. The current contract with ABM expires June 30, 2020.

Proposal:

On August 2, 2019, a Request for Proposals was issued for Parking Facilities Management Services. The scope of work includes providing garage cleaning services, parking revenue collection, vehicle detailing services, and oversight of the parking toll plazas and valet parking. The parking facilities managed include the Short Term Parking Garage, Long Term Parking Garage, Economy Parking Garage, North Employee Parking Lot and any overflow parking.

Four responses were received on October 1, 2019 and three qualified responses were evaluated by staff. The response from LAZ Florida Parking LLC was deemed non-responsive for failing to meet minimum qualifications. The three responsive firms are listed below:

1. ABM Aviation, Inc.
2. SP Plus Corporation
3. Interflight Parking Company LLC

This item authorizes the execution of a Parking Facilities Management Services Agreement (Agreement) with ABM Aviation, Inc. The term of the Agreement is July 1, 2020 to June 30, 2025 with one, two-year renewal option at the discretion of the Chief Executive Officer. The maximum purchase authorization under this Agreement includes a \$2,574,587 Management Fee for the term of the Agreement, including the renewal option. ABM Aviation, Inc. will be paid for approved reimbursable expenses including, but not limited to, staffing costs, uniforms, cost of parking tickets, and cost of credit card process, which are excluded from the Management Fee. The Authority may terminate the Agreement with or without cause by providing thirty (30) days written notice.

An ACDBE goal of at least 18% of the total annual expenditures of goods and services generated under the Agreement was prescribed. An ACDBE goal of 22% is incorporated in the Agreement.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-06.

Resolution:

Resolution No. 2020-06 authorizes execution of Parking Facilities Management Services Agreement at Tampa International Airport with ABM Aviation, Inc.; rejection of the response from LAZ Florida Parking LLC as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	4. Approval of Public Parking Rate Adjustment, Tampa International Airport, Resolution No. 2020-07
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

In November 2016, the Board awarded a Parking Revenue Consulting Contract to DAA USA International, Inc., now known as innovAt. innovAt was retained to research, analyze, develop, and recommend opportunities to implement technology and augment existing parking products. Since that time innovAt has extensively studied historical and current parking data, current management and operation of Tampa International Airport (Airport) public parking facilities, the competitive landscape, and parking rate structures.

The study prepared by innovAt established that the Authority's current maximum daily parking rates for the Short Term Parking Garage, Long Term Parking Garage, Economy Parking Garage and Valet are lower than those of most peer airports, but the Airport's products are generally of a higher standard. Since the last parking rate increase in 2015, the Authority has invested \$53 million into the public parking infrastructure and at the same time has seen the public parking environment change with the evolution of technology. Additionally, the commissioning of SkyConnect has significantly increased the customer experience at the Economy Parking Garage.

Proposal:

innovAt recommends the Authority launch an online parking reservation system in conjunction with a parking rate increase. The online parking reservation system would offer customers value-based promotions and upgrades, would allow for operational efficiencies, and would allow the Authority to compete with other parking and ground transportation online technologies.

Based on the need to balance demand of the public parking facilities, capital cost projections, and an analysis of comparable facilities at other similar airports, the following public parking rate adjustments are proposed to be effective April 8, 2020:

<u>Garage</u>	<u>Existing</u>	<u>Proposed</u>
Short Term Parking Garage	Free for first 60 minutes	No Change
Short Term Parking Garage	\$22 maximum per 24 hours	\$24 maximum per 24 hours
Long Term Parking Garage	Free for first 60 minutes	No Change
Long Term Parking Garage	\$18 maximum per 24 hours	\$20 maximum per 24 hours
Economy Parking Garage	\$10 maximum per 24 hours	\$12 maximum per 24 hours
Valet	\$30 maximum per 24 hours	\$32 maximum per 24 hours

Even after the recommended parking rate increase, the Airport's parking rates will remain cost effective, with the Short Term Parking Garage rate remaining one of the lowest rates among peer airports and the Long Term Parking Garage, Economy Parking Garage, and Valet rates matching the median rates among peer airports

Funding:

N/A

Recommendation:

Management recommends increasing maximum daily rates at the Short Term Parking Garage, Long Term Parking Garage, Economy Parking Garage, and Valet as set forth above.

Resolution:

Resolution No. 2020-07 approves and authorizes public parking rate adjustments at Tampa International Airport to be effective April 8, 2020; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

M. ADJOURNMENT

Subject	1. Adjournment
Meeting	Feb 6, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural