



# Tampa International Airport

**AVIATION AUTHORITY**

**REGULAR BOARD MEETING**

**Thursday, March 5, 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, March 5, 2020  
Aviation Authority Regular Board Meeting**

**AGENDA**

**9:00 A.M.**

**Boardroom**

**Level 3 at Tampa International Airport**

**A. PLEDGE OF ALLEGIANCE**

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1. Pledge of Allegiance

**B. CALL TO ORDER**

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1. Call to Order

**C. APPROVAL OF THE AGENDA**

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1. Approval of the Agenda

**D. PUBLIC COMMENTS**

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1. Public Comments

**E. APPROVAL OF THE MINUTES**

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1. Approval of the Minutes

**F. MANAGEMENT REPORT**

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1. Management Report

**G. APPROVAL OF THE CONSENT AGENDA**

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1. Amendment No. 1 to Agreement for Administrative Services, International City Management Association Retirement Corporation, Tampa International Airport, Resolution No. 2020-28
2. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
3. Operating Agreement for Ground Handlers, Cuba Travel Services, Inc., Tampa International Airport, Resolution No. 2020-29

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

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1. Update to Policy Manual, Policy for Approval: Section 100, Policy P107, Finance Committee

**I. ELECTION OF FINANCE COMMITTEE MEMBER**

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1. Election of Finance Committee Member

**J. COMMITTEE REPORTS**

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1. Committee Reports

## **K. UNFINISHED BUSINESS**

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1. Unfinished Business

## **L. NEW BUSINESS**

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1. Capacity Purchase Agreement, National Stormwater Trust, Inc., Airside F RON Parking Apron, HCAA Project No. 8325 19, Tampa International Airport, Resolution No. 2020-26
2. Construction Contract, General Aviation Maintenance Facility Rehabilitation, HCAA Project No. 6635 19, Reno Building, LLC, Peter O. Knight and Plant City Airports, Resolution No. 2020-12
3. Construction Contract, Airfield Maintenance Equipment Storage Building Addition, HCAA Project No. 6165 19, E&L Construction Group, Inc., Tampa International Airport, Resolution No. 2020-13
4. Construction Contract, Terminal Building 3900 Rehabilitation, HCAA Project No. 6625 19, Reno Building, LLC, Tampa Executive Airport, Resolution No. 2020-14
5. Selection of Design-Builder, Monorail System Decommissioning and Moving Walkway Installation, HCAA Project No. 8315 20, Tampa International Airport
6. Selection of Artists and Award of Contracts, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution Nos. 2020-15, 2020-16, 2020-17, 2020-18, 2020-19, 2020-20, and 2020-21
7. Enterprise Agreement, Technology Catalog Solutions for Microsoft® Software and Services utilizing Sourcewell Contract No. 081419-SHI, SHI International Corp., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-27
8. Selection of Firm and Award of Contract for Advertising Services, Lamar Airport Advertising Company, Tampa International, Tampa Executive, Peter O. Knight and Plant City Airports, Resolution No. 2020-25
9. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports

## **M. STAFF REPORTS**

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1. Staff Reports

## **N. ATTORNEY-CLIENT CLOSED SESSION**

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1. Attorney-Client Closed Session

## **O. ADJOURNMENT**

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1. Adjournment



**Thursday, March 5, 2020  
Aviation Authority Regular Board Meeting**

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

**A. PLEDGE OF ALLEGIANCE**

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<b>Subject</b>	<b>1. Pledge of Allegiance</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

## **B. CALL TO ORDER**

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<b>Subject</b>	<b>1. Call to Order</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

## **C. APPROVAL OF THE AGENDA**

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<b>Subject</b>	<b>1. Approval of the Agenda</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

## **D. PUBLIC COMMENTS**

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<b>Subject</b>	<b>1. Public Comments</b>
Meeting	Mar 5, 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**

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<b>Subject</b>	<b>1. Approval of the Minutes</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action



## **F. MANAGEMENT REPORT**

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<b>Subject</b>	<b>1. Management Report</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

## **G. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>1. Amendment No. 1 to Agreement for Administrative Services, International City Management Association Retirement Corporation, Tampa International Airport, Resolution No. 2020-28</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

On December 4, 2014, the Board approved an Administrative Services Agreement (Agreement) with International City Management Association Retirement Corporation (ICMA-RC) for the provision of 401 and 457 retirement plan benefits for Authority employees. The initial term of the Agreement was December 4, 2014 through December 3, 2019, with one, five-year renewal option subject to written approval by both parties. All fees associated with this Agreement are paid by Authority employees at no cost to the Authority.

### Proposal:

This Amendment No. 1 authorizes retroactively exercising the one, five-year renewal option, thereby revising the end date of the Agreement to December 3, 2024, and updates other administrative terms of the Agreement.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2020-28.

### Resolution:

**Resolution No. 2020-28 approves and authorizes execution of Amendment No. 1 to Agreement for Administrative Services at Tampa International Airport with International City Management Association Retirement Corporation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **G. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>2. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport</b>
Meeting	Mar 5, 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 \$4,575.00 for selected Department personnel to attend FBI Law Enforcement Executive Development Association, Inc.'s supervisor leadership institute courses, which are designed to enhance the leadership competencies of first-line supervisors and middle managers.

### 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**

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<b>Subject</b>	<b>3. Operating Agreement for Ground Handlers, Cuba Travel Services, Inc., Tampa International Airport, Resolution No. 2020-29</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

Ground handling operators providing service at Tampa International Airport must have, at a minimum, a ground handling operating agreement prior to commencing operations. Cuba Travel Services, Inc. (CTS) has requested to provide passenger services to include preparing clearance document for passengers, cargo and baggage as may be required by all governmental agencies, and furnishing linguists for the assistance of passengers and customers speaking a foreign language.

### Proposal:

This item grants to CTS the non-exclusive right to provide ground handling services to air carriers at Tampa International Airport for the term of March 5, 2020 through September 30, 2021.

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

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2020-29.

### Resolution:

**Resolution No. 2020-29 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Cuba Travel Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **H. POLICIES OR RULES FOR CONSIDERATION OR ACTION**

<b>Subject</b>	<b>1. Update to Policy Manual, Policy for Approval: Section 100, Policy P107, Finance Committee</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

Policy P107, Finance Committee, establishes an Authority Finance Committee.

### Proposal:

The proposed Finance Committee will be comprised of the Chairman, Treasurer and at least one other Board member as elected by the Board. The Executive Vice President of Finance and Procurement will serve as facilitator and will not be a voting member. The Chairman of the Board will be the Finance Committee Chairperson.

The Finance Committee may carry out the following tasks:

1. Review and make recommendations on the annual budget submitted by the Chief Executive Officer.
2. Review and make recommendations on the Strategic Business Plan that supports master plan updates.
3. Review quarterly and annual financial statements and reports prepared by the Finance Department.
4. Advise and make recommendations on matters relating to Authority financings such as bond issues and other financing programs.
5. Assist the Board in selection of the underwriting team and the Financial Advisor.
6. Exercise such authority as may be delegated to it from time to time by the Board and provide regular updates to the Board.
7. Provide general oversight of the Authority's financial activities.

Finance Committee meetings will be held at least once per fiscal year. Notices of Finance Committee meetings will be published at least seven days in advance and meetings will be open to the public.

### Funding:

N/A

### Recommendation:

The Chief Executive Officer recommends the Board approve Policy P107, Finance Committee.

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

## **I. ELECTION OF FINANCE COMMITTEE MEMBER**

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<b>Subject</b>	<b>1. Election of Finance Committee Member</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Policy P107, Finance Committee, establishes a policy governing the Authority Finance Committee. Policy P107 provides that the Finance Committee will be comprised of the Chairman, the Treasurer and at least one other Board member as elected by the Board.

**With the recent enactment of Policy P107, it is necessary for the Board to elect an additional member of the Board to the Finance Committee.**

## **J. COMMITTEE REPORTS**

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<b>Subject</b>	<b>1. Committee Reports</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

## **K. UNFINISHED BUSINESS**

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<b>Subject</b>	<b>1. Unfinished Business</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action



## **L. NEW BUSINESS**

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<b>Subject</b>	<b>1. Capacity Purchase Agreement, National Stormwater Trust, Inc., Airside F RON Parking Apron, HCAA Project No. 8325 19, Tampa International Airport, Resolution No. 2020-26</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

Due to the growth of Tampa International Airport (Airport) airline flights, it has become a challenge to accommodate the number of aircraft that remain at the Airport overnight. HCAA Project No. 8325 19 will construct a new remain overnight (RON) parking apron located south of Airside F, in an area that is currently a stormwater management facility. This new RON apron is expected to accommodate a minimum of five commercial aircraft.

As the Airside F RON Parking Apron is proposed to be constructed within an existing stormwater treatment pond facility, it is necessary to mitigate for the area of stormwater treatment lost to development when the existing pond is partially converted to the paved apron. Additionally, the existing stormwater treatment pond facility poses significant wildlife concerns due to its proximity to both Runway 1L-19R and adjacent taxiways.

In lieu of proceeding with a traditional stormwater facility design, which would retain the existing wildlife habitat area, the project will pursue offsite stormwater treatment. The offsite stormwater mitigation option is managed by National Stormwater Trust, Inc. (NST). This option provides an opportunity to significantly reduce the wildlife attractant areas and the associated risk to aircraft operations.

This option includes purchasing offsite stormwater treatment capacity from NST for the Airside F RON Parking Apron project.

### Proposal:

Execute a Capacity Purchase Agreement with NST with a maximum purchase authorization amount of \$1,755,000 for the purchase of stormwater treatment mitigation.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2020-26.

### Resolution:

**Resolution No. 2020-26 approves and authorizes execution of Capacity Purchase Agreement at Tampa International Airport with National Stormwater Trust, Inc. in the maximum purchase authorization amount of \$1,755,000; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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**Subject**                    **2. Construction Contract, General Aviation Maintenance Facility Rehabilitation, HCAA Project No. 6635 19, Reno Building, LLC, Peter O. Knight and Plant City Airports, Resolution No. 2020-12**

Meeting                    Mar 5, 2020 - Aviation Authority Regular Board Meeting

Access                    Public

Type                        Action

### Background:

This Project includes the architectural, structural, mechanical, plumbing and electrical rehabilitation of maintenance facilities at both Peter O. Knight and Plant City Airports. In addition to rehabilitation, a new elevated metal IT room and office with metal ramp and stairs will be constructed at Peter O. Knight Airport. A low bid solicitation was advertised on December 20, 2019.

### Proposal:

On February 3, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
*L. Cobb Construction, Inc.	\$676,667.00
Reno Building, LLC	\$771,102.00
Odyssey International, Inc. d/b/a Odyssey Global	\$790,000.00

\*L. Cobb Construction, Inc. was deemed non-responsive for failing to meet the prescribed W/MBE Goal and failing to provide sufficient Good Faith Efforts documentation.

The lowest responsive and responsible bidder is Reno Building, LLC.

A W/MBE Goal participation rate of 15% was prescribed and a W/MBE Goal participation rate of at least 15.1% is incorporated into this Contract.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2020-12.

### Resolution:

**Resolution No. 2020-12 approves and authorizes award and execution of Construction Contract for General Aviation Maintenance Facility Rehabilitation at Peter O. Knight and Plant City Airports with Reno Building, LLC in the amount of \$771,102.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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**Subject**                    **3. Construction Contract, Airfield Maintenance Equipment Storage Building Addition, HCAA Project No. 6165 19, E&L Construction Group, Inc., Tampa International Airport, Resolution No. 2020-13**

Meeting                    Mar 5, 2020 - Aviation Authority Regular Board Meeting

Access                    Public

Type                        Action

### Background:

This Project includes the addition of one (1) standalone maintenance equipment storage building, approximately 10,000 SF, located on the Airfield Maintenance Facility site at Tampa International Airport. The new addition will include an internal carwash, equipment wash area, and have the capacity to store maintenance equipment such as tractor mowers, sweepers, painting equipment and pull behind sprayers. This Project also includes new asphalt pavement, a perimeter fence, and construction of a new stormwater pond and associated drainage. The existing carwash will also be decommissioned as part of this Project. A low bid solicitation was advertised on December 20, 2019.

### Proposal:

On February 7, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
E&L Construction Group, Inc.	\$1,273,891.64
RL Burns Inc.	\$1,400,191.61
Reno Building, LLC	\$1,470,384.87
D&M Construction Group Inc. dba Foresight Construction Group Inc.	\$1,539,057.00
Odyssey International Inc., d/b/a Odyssey Global	\$1,593,974.20
Matcon Construction Services, Inc.	\$1,790,400.00
Lema Construction and Developers, Inc.	\$1,854,827.40
*Cobb Site Development, Inc.	\$1,954,921.48

\*Cobb Site Development, Inc. was deemed non-responsive for failing to meet the prescribed W/MBE goal.

The lowest responsive and responsible bidder is E&L Construction Group, Inc.

A W/MBE Goal participation rate of 14.3% was prescribed and a W/MBE Goal participation rate of at least 29.0% is incorporated into this Contract.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase Program with respect to construction materials and supplies, if appropriate.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2020-13.

Resolution:

**Resolution No. 2020-13 approves and authorizes award and execution of Construction Contract for Airfield Maintenance Equipment Storage Building Addition at Tampa International Airport with E&L Construction Group, Inc. in the amount of \$1,273,891.64; 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.**

## L. NEW BUSINESS

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Subject	<b>4. Construction Contract, Terminal Building 3900 Rehabilitation, HCAA Project No. 6625 19, Reno Building, LLC, Tampa Executive Airport, Resolution No. 2020-14</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

This Project will include the architectural, structural, and electrical rehabilitation of Terminal Building 3900 at Tampa Executive Airport. Work associated with this Project also includes the replacement of approximately 13,000 SF of thermoplastic polyolefin roof and lightning protection system. A low bid solicitation was advertised on November 4, 2019.

### Proposal:

On January 14, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Reno Building, LLC	\$983,772.00
Odyssey International Inc., d/b/a Odyssey Global	\$1,065,000.00
D&M Construction Group, Inc. d/b/a Foresight Construction Group, Inc.	\$1,150,440.00
Johnson-Laux Construction, LLC	\$1,196,071.00
J. Kokolakis Contracting, Inc. d/b/a Kokolakis Contracting	\$1,265,378.00

The lowest responsive and responsible bidder is Reno Building, LLC.

A W/MBE Goal participation rate of 11% was prescribed and a W/MBE Goal participation rate of at least 26.8% is incorporated into this Contract.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2020-14.

### Resolution:

**Resolution No. 2020-14 approves and authorizes award and execution of Construction Contract for Terminal Building 3900 Rehabilitation, HCAA Project No. 6625 19 at Tampa Executive Airport with Reno Building, LLC in the amount of \$983,772.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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<b>Subject</b>	<b>5. Selection of Design-Builder, Monorail System Decommissioning and Moving Walkway Installation, HCAA Project No. 8315 20, Tampa International Airport</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

The monorail system at Tampa International Airport, which occupies sections of Levels 4 and 5 of the Short Term Parking Garage (STPG) and Level 7 of the Long Term Parking Garage (LTPG), was installed in 1991 to provide conveyance between the LTPG and the Main Terminal.

Now entering its 28th year of service, the monorail system has reached the end of its useful life. The Authority desires to decommission and remove the monorail system and to install moving walkways.

This Project will install moving walkways on the east and west sides of Level 4 in the LTPG, aligned with the existing LTPG elevator cores. Each side will have northbound and southbound moving walkways. 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 Project will increase the number of parking spaces in both the STPG and the LTPG.

### Proposal:

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

Three responses were received and two responses were evaluated by staff. The response received from J. Kokolakis Contracting, Inc. dba Kokolakis Contracting was deemed non-responsive for failing to meet the minimum qualifications.

The order of technical ranking is as follows:

1. Manhattan Construction Company
2. Walbridge Aldinger LLC

A W/MBE goal of at least 17% of the dollar amount earned on the contract for the design phase of the Project was prescribed. A W/MBE goal of at least 12% of the dollar amount earned on the contract for construction was prescribed. The percentages proposed by all responsive respondents for the amount earned on design will meet or exceed the W/MBE goal requirements and will be incorporated into the resulting contract. All responsive respondents assured that they will meet the W/MBE goal for construction.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

The Chief Executive Officer recommends ranking the order of firms as listed above.

**The Board may request presentations from the firms prior to the vote and may vote either by motion or by clear indication, to rank firms in order of preference and authorize staff to negotiate a contract; no resolution is required.**

## L. NEW BUSINESS

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Subject	<b>6. Selection of Artists and Award of Contracts, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution Nos. 2020-15, 2020-16, 2020-17, 2020-18, 2020-19, 2020-20, and 2020-21</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### 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 2 construction program, nine locations throughout the Tampa International Airport facilities were identified to accommodate Public Art. On June 10, 2019, a Call for Artists was issued for Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal. Seven Hundred Thirty Four (734) Artist applications were received. After thorough review and discussion, the Public Art Committee developed a recommended short list, which was approved by the Board at the October 3, 2019 Board meeting.

Artist presentations were held in January 2020. The Public Art Committee evaluated Artist proposals and made final recommendations on January 17, 2020.

### Proposal:

The Public Art Committee recommends that each of the Artists listed below be awarded an Artist Services Contract for the specific location and dollar amount noted.

Location: Main Terminal Transfer 1 Helix
Aaron Stephan
\$440,852.00
Location: Main Terminal Transfer 2 Central Area
Social Space LLC (Artist Matthew Mazzotta)
\$520,000.00
Location: Blue Vertical Circulation West Wall
Jason Middlebrook
\$300,000.00
Location: Blue Vertical Circulation East Wall
Catherine Wagner, LLC
\$285,000
Location: Red Vertical Circulation East Wall
Jason Burges Studios LTD.
\$449,730
Location: SkyCenter Atrium
Sculpture Park LLC (Artist Soo Sunny Park)
\$300,000



Location: SkyCenter Atrium third and fourth floor
Jason Hackenwerth, Inc.
\$96,898

No specific expectancy for W/MBE participation was established.

Funding:

This item is included in the Capital Budget.

Recommendation:

The Public Art Committee recommends adoption of Resolution Nos. 2020-15, 2020-16, 2020-17, 2020-18, 2020-19, 2020-20, and 2020-21.

Resolutions:

**Resolution No. 2020-15 authorizes award and execution of Artist Services Contract at Tampa International Airport with Aaron Stephan in the amount of \$440,852.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-16 authorizes award and execution of Artist Services Contract at Tampa International Airport with Social Space LLC in the amount of \$520,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-17 authorizes award and execution of Artist Services Contract at Tampa International Airport with Jason Middlebrook in the amount of \$300,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-18 authorizes award and execution of Artist Services Contract at Tampa International Airport with Catherine Wagner, LLC in the amount of \$285,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-19 authorizes award and execution of Artist Services Contract at Tampa International Airport with Jason Bruges Studios LTD. in the amount of \$449,730.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-20 authorizes award and execution of Artist Services Contract at Tampa International Airport with Sculpture Park LLC in the amount of \$300,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2020-21 authorizes award and execution of Artist Services Contract at Tampa International Airport with Jason Hackenwerth Inc. in the amount of \$96,898.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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<b>Subject</b>	<b>7. Enterprise Agreement, Technology Catalog Solutions for Microsoft® Software and Services utilizing Sourcewell Contract No. 081419-SHI, SHI International Corp., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-27</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

On September 1, 2016, the Board authorized the issuance of purchase orders to SHI International Corp. for the purchase of Microsoft® software and services, utilizing State of Florida Contract No. 43230000-15-02 for Microsoft® Enterprise Agreements in a maximum purchase authorization of \$950,000, for a three year period with one, three-year renewal option. The State of Florida did not renew the contract prior to January 31, 2019. As such, the Authority did not exercise the three-year renewal option. A purchase order was issued prior to expiration of the initial term in order to ensure continued use of the software and services.

The Authority wishes to enter into a new Microsoft® Enterprise Agreement allowing it to leverage new Microsoft® offerings, planning services to enable efficient deployments of the software, in-person and online training for end users, and a subscription option which lowers initial licensing costs by giving rights to use Microsoft® products and services instead of owning them. The subscription option allows the Authority to increase or decrease subscription counts on an annual basis.

The new Microsoft® Enterprise Agreement will be available sixty days prior to the current agreement expiration date of August 20, 2020. Authority staff will work with SHI International Corp. and Microsoft® to negotiate favorable terms and pricing to meet the Authority's needs. The Term of the new Microsoft® Enterprise Agreement will be for three years and will be executed during the term of this Board authorization.

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 Chief Executive Officer to execute a Microsoft® Enterprise Agreement, upon completion of negotiations, for Microsoft® software and services and issuance of purchase orders to SHI International Corp. utilizing Sourcewell Contract No. 081419-SHI, for the period of March 5, 2020 through March 4, 2023 in the maximum purchase authorization amount of \$2,500,000.

### Funding:

This item is included in the O&M Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2020-27.

### Resolution:

**Resolution No. 2020-27 approves and authorizes execution of Microsoft® Enterprise Agreement by the Chief Executive Officer for Microsoft® software and services and issuance**

**of purchase orders at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with SHI International Corp. in the maximum purchase authorization amount of \$2,500,000; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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<b>Subject</b>	<b>8. Selection of Firm and Award of Contract for Advertising Services, Lamar Airport Advertising Company, Tampa International, Tampa Executive, Peter O. Knight and Plant City Airports, Resolution No. 2020-25</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

Advertising services play a role in establishing the first class airport guest experience that is part of the Authority's Concessions program.

Policy P820 establishes Concessions' objectives which lay the foundation for advertising services. The objectives include:

- Create a "Sense of Place" and capture the spirit of the Tampa Bay Area;
- Optimize revenue to the Authority;
- Optimize customer satisfaction; and
- Create opportunities for Airport Concessions Disadvantaged Business Enterprises (ACDBEs).

The Authority currently contracts with In-Ter-Space Services, Inc. d/b/a Clear Channel Airports (Clear Channel Airports) to provide advertising in specific areas of the Main Terminal, Airside Terminals, and Rental Car Center. While that contract expired on June 30, 2019, Clear Channel Airports continued operations on a month-to-month basis beginning July 1, 2019 and will continue to do so until the new Contract takes effect on April 1, 2020.

### Proposal:

On September 27, 2019, a Request for Proposals for was issued for Advertising Services. The scope of work includes various provisions of installation, maintenance, repair, and operating duties for advertising services. The selected company will have non-exclusive rights to manage, sell, and maintain the advertising locations, which may include static or digital advertisement, promotional/sponsorship areas, exterior advertising and a variety of other commercial advertising opportunities at Tampa International Airport, Tampa Executive Airport, Peter O. Knight Airport and Plant City Airport.

On December 5, 2019, four responses were received and evaluated by staff. They are listed below in order of technical ranking:

1. Lamar Airport Advertising Company
2. In-Ter-Space Services, Inc. d/b/a Clear Channel Airports
3. Departure Media, Inc.
4. Intersection Media, LLC

This item authorizes the execution of a Lease and Concession Contract for Advertising Services Agreement (Contract) with Lamar Airport Advertising Company. The term of the Contract is April 1, 2020 to March 31, 2023, with two, discrete one-year renewal options at the discretion of the Chief Executive Officer or his designee.

Under the terms of the Contract, Lamar Airport Advertising Company will pay a Privilege Fee equal to the greater of the Minimum Annual Privilege Fee (MAPF) or the Percentage Fee of annual gross receipts.

<u>Contract Year</u>	<u>MAPE</u>	<u>Percentage Fee</u>
1	\$1,500,000	68%
2	\$1,550,000	65%
3	\$1,600,000	65%
<u>Renewal Option Year</u>		
4	\$1,650,000	66%
5	\$1,700,000	66%

The Authority may terminate the Contract with or without cause by providing thirty (30) days written notice.

An ACDBE goal of at least 8.6% of the dollar amount earned on the Contract was prescribed. An ACDBE goal of 8.7% is incorporated in the Contract.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-25.

Resolution:

**Resolution No. 2020-25 authorizes execution of Lease and Concession Contract for Advertising Services Agreement at Tampa International, Tampa Executive, Peter O. Knight and Plant City Airports with Lamar Airport Advertising Company; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. NEW BUSINESS**

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<b>Subject</b>	<b>9. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

The Authority's property insurance program is currently insured by Lexington Insurance Company of American International Group (AIG) for the all other perils coverage, and AIG, ACE American Insurance Company (Chubb), Westport Insurance Corporation (Swiss Re) and Lloyds of London using Allianz syndicate(s) on a quota share basis for the \$75 million of Named Wind and Flood. The Terrorism Property coverage, including the coverage for nuclear, chemical, biological and radiological terrorism, is with Lloyds of London. This insurance covers approximately \$2.8 billion in insured values at Tampa International Airport and the three general aviation airports. The current property insurance program will expire April 1, 2020. This renewal proposal was marketed to 38 insurance carriers by Arthur J. Gallagher Risk Management Services, Inc. (Gallagher).

### Proposal:

Due to hard market conditions led by a lack of profitability and capacity which are more severe than many anticipated, the recommended renewal property insurance program is to move the all other perils coverage from being placed entirely with AIG to a quota share arrangement with AIG Specialty Ins. Co., Indian Harbor Insurance Co., Homeland Insurance Company of NY, Scottsdale Insurance Co., and Great American. The primary \$75 million of Named Wind and Flood coverage will be insured by AIG Specialty Ins. Co., ACE American Insurance Company (Chubb), Lloyds of London, and nStar Surplus Lines Ins. Co. on a quota share basis. The Terrorism Property coverage, including the coverage for nuclear, chemical, biological and radiological terrorism, is recommended to remain with Lloyds of London with the same limits as the expiring coverage.

This renewal property insurance program does not have the same coverage as the expiring policies. AIG's main coverage form has changed, as well as the structure of the property insurance program. AIG reduced the current \$1 billion all other perils coverage limit to 50% of a \$500 million limit and removed coverage for Equipment Breakdown from the main property insurance program. However, this renewal property program does maintain the same \$75 million Named Wind, \$75 million Flood, and \$100 million of Terrorism coverage. The Named Wind and Flood coverage is subject to a 5% deductible, applied per unit of insurance with a \$250,000 per occurrence minimum deductible. The Equipment Breakdown coverage has been reduced from \$1 billion to \$200 million. The coverage will now be provided, on a stand-alone basis, by Continental Casualty Company and the deductible will remain as expiring at \$100,000 per occurrence.

The total cost of the proposed property insurance program, including all surcharges, assessments, and an appraisal schedule recommended by Gallagher, is \$3,360,600, which is an increase of \$537,181(19.03%) over last year. The increase is primarily due to hard market conditions and a renewed focus on ensuring valuations are adequate and in compliance with engineering recommendations. This proposed property insurance program had the best terms and pricing over any of the alternatives.

Staff and the Authority's insurance consultant, Siver Insurance Consultants, have reviewed the proposed property insurance program and recommend the Authority accept Gallagher's proposed property insurance renewal program at a total cost of \$3,360,600.

Funding:

This item is included in the FY20 O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize Gallagher to bind the property insurance program listed above for the 12-month policy period beginning April 1, 2020, and authorize the payment of appraisals, additional property premiums, taxes, fees and/or assessments invoiced throughout the policy period for newly acquired, revalued, or other property added to the policy after renewal.

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

## **M. STAFF REPORTS**

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<b>Subject</b>	<b>1. Staff Reports</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information



## **N. ATTORNEY-CLIENT CLOSED SESSION**

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<b>Subject</b>	<b>1. Attorney-Client Closed Session</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Private
Type	Discussion

## **O. ADJOURNMENT**

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<b>Subject</b>	<b>1. Adjournment</b>
Meeting	Mar 5, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural