



Tampa International Airport

**AVIATION AUTHORITY
and
BOARD OF ADJUSTMENT HEARING**

**Thursday, March 7, 2019
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 7, 2019
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 (BOARD OF ADJUSTMENT)

1. Call to Order (Board of Adjustment)

C. BOARD OF ADJUSTMENT

1. Airport Study No. 2018-158, Plaza Construction Group Florida, LLC, requesting a variance to construct The Sanctuary at Alexandra Place, an 18 story residential condominium building, with a maximum height of 223' AMSL, on a site located at 2619 Bayshore Blvd., Tampa, FL, Resolution No. 2019-18

D. CALL TO ORDER (REGULAR BOARD MEETING)

1. Call to Order

E. APPROVAL OF THE AGENDA

1. Approval of the Agenda

F. PUBLIC COMMENTS

1. Public Comments

G. APPROVAL OF THE MINUTES

1. Approval of the Minutes

H. MANAGEMENT REPORT

1. Management Report

I. APPROVAL OF THE CONSENT AGENDA

1. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
2. Soil Use Regulation, Tampa International Airport, Resolution No. 2019-17
3. Purchase Order(s), Lumacurve Airfield Sign Legend Panels and Face Insert Channels, Advanced Airport Equipment Inc., Tampa International and Plant City Airports and Metropolitan Nashville Airport Authority

4. Purchase Order(s), Mobile Communication Services utilizing State of Florida, Department of Management Services Contract No. DMS-10/11-008A, AT&T Mobility, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports

J. COMMITTEE REPORTS

1. Report of Audit Committee Meeting held on February 20, 2019 in the Aviation Authority Boardroom

K. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Update to Policy Manual, Revision to Policy for Approval: Section 400, Policy P460, Internal Audits

L. UNFINISHED BUSINESS

1. Part 2 Supplemental Contract B for Design-Build Services, Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway, HCAA Project No. 8830 17, Kimmins Contracting Corp., Tampa International Airport, Resolution No. 2019-19

M. NEW BUSINESS

1. Selection of Firm, General Planning Consultant and Master Plan Update, Tampa International Airport

N. STAFF REPORTS

1. Staff Reports

O. ADJOURNMENT

1. Adjournment



**Thursday, March 7, 2019
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	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER (BOARD OF ADJUSTMENT)

Subject	1. Call to Order (Board of Adjustment)
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. BOARD OF ADJUSTMENT

Subject	1. Airport Study No. 2018-158, Plaza Construction Group Florida, LLC, requesting a variance to construct The Sanctuary at Alexandra Place, an 18 story residential condominium building, with a maximum height of 223' AMSL, on a site located at 2619 Bayshore Blvd., Tampa, FL, Resolution No. 2019-18
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Plaza Construction Group Florida, LLC (Petitioner) is seeking to construct The Sanctuary at Alexandra Place, an 18 story residential condominium building, with a maximum height of 223' AMSL, on a site located at 2619 Bayshore Blvd., Tampa, FL. The nearest airport is Peter O. Knight.

Notice of this hearing before the Board of Adjustment was provided on February 15, 2019.

Proposal:

Petitioner is requesting a variance to construct an 18 story residential condominium building.

Operational Impact:

The petition was presented to the Airport Hearing Officer on February 11, 2019 and, based on testimony and evidence presented, the Airport Hearing Officer found that approval of the variance, with required conditions, would have no effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would do substantial justice, and was in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

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

Funding:

N/A

Recommendation:

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) mark/light the proposed structure in accordance with FAA Advisory Circular 70/7460-1 L Change 2, Obstruction Marking and Lighting, red lights - Chapters 4, 5(Red) and 12; (2) e-file FAA Form 7460-2, Notice of Actual Construction or Alteration, if the project is abandoned or within five days after construction reaches its greatest height; (3) any glint/glare issues identified by the Authority associated with the project must be addressed and mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; and (4) a temporary permit is required for any construction equipment that exceeds 233' AMSL.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires May 25, 2020, but if the 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 further changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Airport Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Airport Hearing Officer's public hearing.

Resolution:

Resolution No. 2019-18 approves and authorizes a variance for Airport Study No. 2018-158, Plaza Construction Group Florida, LLC, requesting a variance to construct The Sanctuary at Alexandra Place, an 18 story residential condominium building, with a maximum height of 223' AMSL, on a site located at 2619 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)

Subject	1. Call to Order
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

E. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Mar 7, 2019 - 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.

G. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

H. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

I. APPROVAL OF THE CONSENT AGENDA

Subject	1. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority's property program is currently insured by Lexington Insurance Company of American International Group (AIG) and 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, 2019. This renewal proposal was marketed to 25 insurance carriers by Arthur J. Gallagher Risk Management Services, Inc. (Gallagher).

Proposal:

The recommended renewal property program is to keep AIG for the all other perils coverage, but use 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 coverage is also recommended to remain with Lloyds of London. This renewal has the same coverage as the expiring policies of \$1 billion all other perils, \$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 with a \$250,000 per occurrence minimum deductible. The total cost of the property insurance program, including all surcharges and assessments, is \$2,860,400, which is an increase of \$288,323 (11.2%) over last year. The increase is primarily due to market conditions led by recent worldwide catastrophe losses. This proposed renewal property program had the best terms and pricing over any of the alternatives.

The Authority has added a significant amount of new property over the past two years. Staff is working with Gallagher and Siver Insurance Consultants (Siver) on ways to improve future renewals, such as updated replacement cost appraisals and the collection of secondary data characteristics to enhance the Authority's risk profile with insurance carriers. This year's renewal includes engaging an outside firm to assist in collecting the above information.

Funding:

This item is included in the FY19 O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize Gallagher to bind the property program listed above for the 12-month policy period beginning April 1, 2019, and authorize the payment of 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.

I. APPROVAL OF THE CONSENT AGENDA

Subject	2. Soil Use Regulation, Tampa International Airport, Resolution No. 2019-17
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

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 Soil Use Regulation for Tampa International Airport. The Soil Use Regulation requires that any person, entity, contractor, or lessor that engages or plans to engage in soil excavation or disturbance activities on Tampa International Airport property shall be required to apply for such activities on a form provided by the Authority, and obtain express written authorization prior to conducting such activities. The goal of the Soil Use Regulation is to provide for construction, maintenance, and repair of Tampa International Airport infrastructure while maintaining a safeguard that prevents direct exposure to contaminated soil and eliminates leaching of contaminants into the groundwater. FDEP has approved the form and content of the proposed Soil Use Regulation. FDEP has instructed the Authority to promulgate the Soil Use Regulation and provide a copy of the Soil Use Regulation along with a map of Tampa International Airport that identifies the area of coverage. The promulgation of this Soil 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.

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 Soil Use Regulation.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2019-17.

Resolution:

Resolution No. 2019-17 approves and authorizes promulgation of a Soil Use Regulation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject **3. Purchase Order(s), Lumacurve Airfield Sign Legend Panels and Face Insert Channels, Advanced Airport Equipment Inc., Tampa International and Plant City Airports and Metropolitan Nashville Airport Authority**

Meeting Mar 7, 2019 - Aviation Authority Regular Board Meeting

Access Public

Type Action (Consent)

Background:

The Authority currently has 305 FAA Certified Lumacurve airfield guidance and distance remaining signs containing 1,759 panels at Tampa International and Plant City Airports. Authority staff regularly inspect and replace these signs and panels, as needed. Only Lumacurve manufactured panels are used as replacements in order to maintain required FAA certification of the signs.

On December 12, 2018, the Authority issued an Invitation to Bid in cooperation with the Metropolitan Nashville Airport Authority for the purchase of Lumacurve airfield sign legend panels and face insert channels. The Authority served as the lead agency.

Proposal:

On February 5, 2019, one (1) bid was publicly opened and read aloud as follows:

Company	Five Year Total Bid Price
Advanced Airport Equipment Inc.	\$529,966.50

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

For evaluation purposes, the average estimated quantities for a five-year period were used to establish unit pricing.

The term of the award is March 7, 2019 through March 6, 2024. Authority Purchase Orders will be issued during the term of the award in a total not-to-exceed amount of \$550,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

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

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

I. APPROVAL OF THE CONSENT AGENDA

Subject	4. Purchase Order(s), Mobile Communication Services utilizing State of Florida, Department of Management Services Contract No. DMS-10/11-008A, AT&T Mobility, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority routinely purchases wireless communication services to support staff and contractors providing services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

In August 2016, the Board approved issuance of purchase orders to AT&T Mobility National Accounts LLC for wireless communication services and equipment utilizing NASPO ValuePoint Contract No. 1907 for the term of August 4, 2016 through June 30, 2019 in a total not-to-exceed amount of \$950,000.

State of Florida, Department of Management Services Contract No. DMS-10/11-008A provides for the purchase of wireless/cellular voice and data equipment and services, including data-cards, tablets, phones, accessories, and FirstNet, a nationwide public safety communications platform dedicated to first responders in a public-private partnership between AT&T and the First Responder Network Authority.

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 advertising.

Proposal:

Authorize the issuance of purchase orders to AT&T Mobility for mobile communication services utilizing State of Florida, Department of Management Services Contract No. DMS-10/11-008A for the term of March 7, 2019 through January 10, 2022 in the total not-to-exceed amount of \$1,600,000.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to AT&T Mobility and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

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

J. COMMITTEE REPORTS

Subject	1. Report of Audit Committee Meeting held on February 20, 2019 in the Aviation Authority Boardroom
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

The Audit Committee met on February 20, 2019 with all members in attendance. The Audit Committee Meeting Minutes of August 27, 2018 were approved. The Committee heard presentations from the Director of Internal Audit regarding the Annual Internal Audit Report, the Fiscal Year 2019 audit plan, and proposed revisions to Authority Policy P460, Internal Audits. The Authority's external auditors, RSM US, presented the results of the Fiscal Year 2018 external financial audit. Lastly, the Vice President of Information Technology Services provided an information security update.

K. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Update to Policy Manual, Revision to Policy for Approval: Section 400, Policy P460, Internal Audits
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Policy P460, Internal Audits, establishes guidelines regarding the Authority's internal audit function. The Authority's Internal Audit Department (Department) developed a Five Year Strategic Plan (Plan) during Fiscal Year 2018. The Plan was presented to the Audit Committee in August 2018 and includes an initiative to transition to the auditing standards issued by the Institute of Internal Auditors (IIA) and away from the auditing standards issued by the Government Accountability Office (GAO). The IIA Standards better address management of the internal audit function and its role in an organization. Additionally, the IIA Standards allow for increased flexibility as new organizational risks are identified.

Proposal:

To better align Policy P460 with the Department's Plan and to allow for transition to the IIA Standards, management recommends revising Policy P460 to:

- Include reference to the IIA Standards;
- Update the purpose, mission, and approach of the Department;
- Revise the descriptions of the types of engagements performed by the Department; and
- Include annual confirmation by the Director of Internal Audit to the Audit Committee of the Department's independence, as required by IIA Standards.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to Policy P460, Internal Audits.

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

L. UNFINISHED BUSINESS

Subject	1. Part 2 Supplemental Contract B for Design-Build Services, Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway, HCAA Project No. 8830 17, Kimmins Contracting Corp., Tampa International Airport, Resolution No. 2019-19
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

With the February 2018 opening of the Rental Car Center, the Red Side Rental Garage (Garage) is no longer needed and is incompatible with the 2012 Master Plan's future Main Terminal curbside expansion project. Additionally, the remaining segment of the Airside D Shuttle Guideway has also been deemed incompatible for future use.

This Project will demolish the Garage, the remaining segment of the existing Airside D Shuttle Guideway, and decommission the Red Side Rental Car Office Area.

On June 1, 2017, a request for qualifications entitled Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway at Tampa International Airport was issued.

On September 7, 2017, the Board approved negotiations with the number one ranked firm, Kimmins Contracting Corp.

On December 7, 2017, the Board approved the Part 1 Contract for design of the Project in the amount of \$1,037,732.

On June 7, 2018, the Board approved the Part 2 Contract for construction of the Project in the amount of \$1,460,115 for pre-demolition work.

On December 6, 2018, the Board approved the Part 2 Supplemental Contract A for demolition activities in the amount of \$3,435,441 in preparation for the Part 2 Supplemental Contract B.

Proposal:

This Part 2 Supplemental Contract B for Design-Build Services provides for the following scope of work:

- Installing temporary traffic control elements
- Performing demolition activities in preparation for the controlled demolition of the Garage
- Performing safety protection activities to protect adjacent structures
- Performing controlled demolition activities of the Garage
- Performing post-controlled demolition activities

The Guaranteed Maximum Price (GMP) for this Part 2 Supplemental Contract B for Design-Build Services will be \$5,362,555. The new total Part 2 Contract for Design-Build Services GMP will be \$10,257,811. The new total combined Part 1 Contract and Part 2 Contract amount to date will be \$11,295,543.

This Part 2 Supplemental Contract B for Design-Build Services will incorporate a W/MBE participation of at least 17.1% for design and 15% for construction.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2019-19.

Resolution:

Resolution No. 2019-19 authorizes execution of the Part 2 Supplemental Contract B for Design-Build Services for Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway at Tampa International Airport with Kimmins Contracting Corp.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	1. Selection of Firm, General Planning Consultant and Master Plan Update, Tampa International Airport
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

These general, on-call professional airport planning consulting services will include a variety of planning assignments at all four Authority airports and an update to the 2012 Master Plan and 2012 Master Plan Update - 2016 Addendum, which is currently scheduled in the Capital Improvement Program for FY 2022. The services may also include an update to the Electronic Airport Layout Plan, Sustainable Management Plan, Tampa International Airport FAR Part 150 Update, and GA Master Plan Updates.

Proposal:

On October 30, 2018, a request for qualifications entitled General Planning Consultant and Master Plan Update at Tampa International Airport was issued.

Two responses were received and were evaluated by staff.

The order of technical ranking is as follows:

1. Ricondo & Associates, Inc.
2. Landrum & Brown, Incorporated

A W/MBE goal of at least 17% of the dollar amount earned on the Contract was prescribed. A W/MBE goal of at least 17% will be incorporated into this Contract.

The anticipated term of the negotiated Contract is five years with two discrete one-year renewal options.

Funding:

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

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.

N. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Mar 7, 2019 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

O. ADJOURNMENT

Subject **1. Adjournment**

Meeting Mar 7, 2019 - Aviation Authority Regular Board Meeting

Access Public

Type Procedural