



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

Thursday, November 4, 2021

9:00 A.M.

Boardroom

Level 3 at Tampa International Airport

AGENDA

Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is based. Any person requiring reasonable accommodations to attend any public meeting because of a disability or physical impairment must submit a written request to Joseph W. Lopano, Chief Executive Officer, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 870-7868. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-8701.



**Thursday, November 4, 2021
Aviation Authority Regular Board Meeting**

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

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER (PUBLIC HEARING)

1. Call To Order (Public Hearing)

C. PUBLIC HEARING

1. Authority Plan of Financing and Refunding/Issuance of Airport Revenue Bonds and Other Debt Instruments, Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports

D. CALL TO ORDER (REGULAR BOARD MEETING)

1. Call to Order (Regular Board Meeting)

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. Space Rental Agreement, Frontier Florida LLC, Tampa International Airport, Resolution No. 2021-161
2. Space Rental Agreement, Airport Terminal Services, Inc., Tampa International Airport, Resolution No. 2021-172
3. Ground Service Equipment Facilities Space Rental Agreement, Delta Air Lines, Inc., Tampa International Airport, Resolution No. 2021-174
4. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport

5. Purchase Order(s), Ground Maintenance Equipment, Attachments, Accessories and Related Services utilizing FSA Contract No. FSA20-EQU18, EFE, Inc., Tampa International Airport

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

K. COMMITTEE REPORTS

1. Committee Reports

L. UNFINISHED BUSINESS

1. Unfinished Business

M. NEW BUSINESS

1. Contract for Airside A and C Shuttle Car and Control System Replacement (Phase 2), HCAA Project No. 8420 21, Bombardier Transportation (Holdings) USA, Inc., Tampa International Airport, Resolution No. 2021-163

2. Construction Contract, Pavement Rehabilitation, HCAA Project No. 6750 21, Ajax Paving Industries of Florida, LLC, Tampa International Airport, Resolution No. 2021-164

3. Construction Contract, Short Term Parking Garage, Tug Tunnels & Quad Decks Rehabilitation, HCAA Project No. 6755 21, Restocon Corporation, Tampa International Airport, Resolution No. 2021-165

4. Purchase Order(s), Vehicles, Cars, Vans, SUVs and Light Trucks with Related Equipment, Accessories and Services utilizing Sourcewell Contract No. 120716-NAF, Alan Jay Fleet Sales, Tampa International Airport

5. Selection of Firm and Award of Contract, Market Research and Insight Development, Brand Intuition, LLC dba Study Hall Research, Tampa International Airport, Resolution No. 2021-171

6. Contract of Purchase, Direct Placement Financing, TD Bank, N.A., Tampa International Airport, Resolution No. 2021-166

7. Reimbursement Resolution, Tampa International Airport, Resolution No. 2021-173

8. Purchase Order, Pierce Pumper, 4 Door Freightliner Aircraft Rescue and Firefighting (ARFF) Vehicle utilizing NPPGov Contract No. PS20240, HCAA Project No. 6965 22, Pierce Manufacturing, Tampa International Airport

9. Contract for Special Legal Services, Carlton Fields, P.A., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2021-167

10. Selection of Firm and Award of Contract, Federal Governmental Affairs Consulting and Lobbying Services, Potomac Partners DC, Tampa International Airport, Resolution No. 2021-168

11. Supplemental Contract, Workforce Management System and Related Products Services and Solutions utilizing US Communities Contract No. 18220, HCAA Project No. 6955 22, Kronos Incorporated, Tampa International Airport, Resolution No. 2021-169

N. STAFF REPORTS

1. Staff Reports

O. ADJOURNMENT

1. Adjournment



**Thursday, November 4, 2021
Aviation Authority Regular Board Meeting**

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

A. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER (PUBLIC HEARING)

Subject	1. Call To Order (Public Hearing)
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. PUBLIC HEARING

Subject	1. Authority Plan of Financing and Refunding/Issuance of Airport Revenue Bonds and Other Debt Instruments, Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

Background:

Under Federal law, more specifically Section 147(f) of the Internal Revenue Code (Code), a public hearing must be held before the issuance of certain types of tax-exempt debt for the purpose of receiving comments and discussion concerning the proposed debt and the related plan of financing. As required, a public notice regarding the hearing was published on the Authority's website on October 15, 2021.

Proposal:

The Authority proposes to issue the 2022 Tampa International Airport Revenue Senior Lien Bonds, the 2022 Tampa International Airport Revenue Refunding Subordinated Lien PFC-Backed Bonds and/or other debt (Tax-Exempt Bonds) in an amount not to exceed \$1,675,000,000.

The proceeds of the proposed Tax-Exempt Bonds and other debt instruments will be used to fund or refinance the acquisition, construction, equipping, rehabilitation, or installation of extensions, improvements, and additions to the Airport system, including the SkyCenter Authority Office Fit-Out, Arrival & Departure Drive Ceiling Replacement, Airside A, C, & F Restroom Renovations & Expansions, Monorail Decommissioning & Moving Sidewalk Installation, Airside A Boarding Bridges, PCU AHU & GPU Replacements, East Air Cargo Expansion, Main Terminal Curbside Expansion Red Side Construction, Airside D Shuttle Lobby Landside, Demo Admin Building, Airside A & C Shuttle Car Rehab/Replacement, North Air Cargo Rehab, North RON Parking, Baggage Claim Level Ceiling Replacement, FAA Parking Lot, Airport Security System Construction, & Demo Red Side Garage as well as other projects within Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports as defined in the public notice.

The hearing is pursuant to required published notice.

D. CALL TO ORDER (REGULAR BOARD MEETING)

Subject	1. Call to Order (Regular Board Meeting)
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

E. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

Speakers are allowed 3 minutes total to comment on propositions before the Board. Speakers designated to speak on behalf of a group of 2 or more individuals are allowed 5 minutes total to comment on propositions before the Board.

G. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

H. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

I. APPROVAL OF THE CONSENT AGENDA

Subject	1. Space Rental Agreement, Frontier Florida LLC, Tampa International Airport, Resolution No. 2021-161
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On April 6, 2017, the Authority entered into a lease agreement with Frontier Florida LLC (FF) for 1,853 square feet of space in the Administrative Building to be used solely and exclusively for the purpose of providing support to FF's operation of a telephone equipment room. The lease agreement is currently on a month to month basis pending completion of their new location which will be located on the Northwest corner of Level 1 of the Long Term Parking Garage (Premises). Once the new location is complete and FF is open and operational, the current agreement will terminate. Based on a rental rate of \$27.95 per square foot, FF currently pays \$51,784.57 annually/\$4,315.38 monthly plus applicable taxes.

Proposal:

Staff recommends approval of the new Space Rental Agreement (Agreement) with FF for the lease of approximately 953 square feet for a telephone equipment room in their new location. The Agreement is effective upon Board signature. The term of this Agreement is for three (3) years commencing on the date FF is open and operational (estimated to be May 3, 2022). The Agreement has three (3), three-year renewal options if approved by the Authority's CEO. This Agreement can be terminated by either party upon 180 days written notice. Liability and insurance obligations commence on the effective date and run through the conclusion of the Agreement. Ground rent will increase by 3% each year on May 1. Monthly rent paid by FF under the Agreement will be \$2,285.61, for a total annual rent of \$27,427.34 plus applicable taxes.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-161.

Resolution:

Resolution No. 2021-161 approves and authorizes execution of Space Rental Agreement at Tampa International Airport with Frontier Florida LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	2. Space Rental Agreement, Airport Terminal Services, Inc., Tampa International Airport, Resolution No. 2021-172
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Airport Terminal Services, Inc. (ATS) desires to lease ramp level operations space at Airside F in support of its ground handling operations at Tampa International Airport.

Proposal:

ATS desires to lease 745 square feet of ramp level operations space at the FY2022 non-signatory rental rate.

<u>Description</u>	<u>Sq. Ft.</u>	<u>Rate</u>	<u>Annual</u>	<u>Monthly</u>
Room 5415	474	\$94.96	\$45,011.04	\$3,750.92
Room 5417	137	\$94.96	\$13,009.52	\$1,084.13
Room 5419	134	\$94.96	\$12,724.64	\$1,060.39
TOTAL	745		\$70,745.20	\$5,895.43

The Space Rental Agreement commences November 1, 2021 and terminates on September 30, 2027. Either party may terminate the Space Rental Agreement upon 30 days' written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-172.

Resolution:

Resolution No. 2021-172 approves and authorizes execution of Space Rental Agreement at Tampa International Airport with Airport Terminal Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	3. Ground Service Equipment Facilities Space Rental Agreement, Delta Air Lines, Inc., Tampa International Airport, Resolution No. 2021-174
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On September 8, 2010, the Authority and Delta Air Lines, Inc. (Delta) entered into a Ground Service Equipment Facilities Space Rental Agreement (GSE SRA) for Suite 2100. Delta performs its own GSE maintenance out of Suite 2100. That GSE SRA terminated on September 30, 2021.

Proposal:

This new GSE SRA is for the Term of November 1, 2021 to September 30, 2027. Either party may terminate the GSE SRA upon 180 days' written notice.

Utilizing FY 2022 rates, Delta will lease space in the GSE Building at \$9.15 per square foot and pay an initial annual O&M Rent of \$1.75 per square foot. O&M Rent will increase by 5.5% each year.

The initial Rents are as follows:

Suite No.	SF	Annual GSE Building Rent	Initial Annual O&M Rent	Company's Improvements Rent (Lump Sum)	Total Initial Annual Payments
2100	7,737	\$70,793.55	\$13,539.75	\$10,084.56	\$94,417.86

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-174.

Resolution:

Resolution No. 2021-174 approves and authorizes execution of Ground Service Equipment Facilities Space Rental Agreement at Tampa International Airport with Delta Air Lines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	4. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Under provisions of the U.S. Department of Treasury Guide to Equitable Sharing for Foreign Countries and Federal, State and Local Law Enforcement Agencies (Guide), Federal forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes.

Authority Standard Procedure S440.14 requires expenditures from Federal forfeiture funds to be made only after approval from Legal Affairs and the Authority Board. Legal Affairs has reviewed this request and agrees with the expenditures.

Proposal:

Authorize the expenditure of Federal forfeiture funds to be used by the Tampa International Airport Police Department for SAM XT Tourniquets and Pouches to be worn on each officer's uniform in a maximum purchase authorization amount of \$6,207.00.

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.

I. APPROVAL OF THE CONSENT AGENDA

Subject	5. Purchase Order(s), Ground Maintenance Equipment, Attachments, Accessories and Related Services utilizing FSA Contract No. FSA20-EQU18, EFE, Inc., Tampa International Airport
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority's FY22 equipment budget provides for the purchase of an assortment of ground maintenance equipment for the General Aviation Department.

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

Proposal:

Authorize the issuance of purchase orders to EFE, Inc. for ground maintenance equipment listed below utilizing FSA Contract No. FSA20-EQU18 for the Term of November 4, 2021 through September 30, 2022, for a maximum purchase authorization amount of \$130,000.

<u>Vehicle Type</u>	<u>Quantity</u>	<u>Department</u>
Tractor and Mowing deck	1	General Aviation

Funding:

This item is included in the Capital Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to EFE, 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.

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Policies or Rules for Consideration or Action
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

K. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

L. UNFINISHED BUSINESS

Subject	1. Unfinished Business
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

M. NEW BUSINESS

Subject	1. Contract for Airside A and C Shuttle Car and Control System Replacement (Phase 2), HCAA Project No. 8420 21, Bombardier Transportation (Holdings) USA, Inc., Tampa International Airport, Resolution No. 2021-163
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

In 1971, Tampa International Airport (TPA) was the first airport to utilize an Automated People Mover (APM) Shuttle System to transport passengers between the Landside Main Terminal and the Airsides. Currently, TPA operates shuttle cars to Airsides A, C, E and F. These systems are manufactured and maintained by Bombardier Transportation (Bombardier).

HCAA Project No. 8420 21, Airside A and C Shuttle Car and Control System Replacement, is included in the FY21 and FY22 CIP. This Project will be performed in two phases. Phase 1, New Central Control System, was awarded on October 1, 2020 for a total Contract amount of \$13,018,834.00. Phase 1 replaces existing controls systems that are approaching the end of their useful life. Phase 1 will also install updated control systems in the new SkyCenter Airport Operations Center (AOC) and Bombardier's new maintenance offices on Level 7 of the Long Term Parking Garage (LTPG). Upgrades to the trackside controls and installation of the associated infrastructure (cabling, conduit, monitors, etc.) are also a part of Phase 1. In addition to the updated/enhanced operating features of the new shuttle control system, replacing the current shuttle control system has reduced costs associated with moving the existing shuttle control consoles that currently reside in the Administration Building to the new AOC.

Phase 2, Replacement of New Shuttle Cars for Airsides A and C, is included in the FY22 CIP. This work includes the replacement of the eight airside shuttle cars, the installation of a new CityFlo 0650 signaling system, and the replacement of the power rails for the legs of Airsides A and C.

Included in the Phase 2 Cost Proposal from Bombardier are the options to purchase 4 new shuttle cars by either January 1, 2023 or mid-year 2023. If the Authority chooses to exercise one of the options, it will be presented to the Board as a change order to this Contract.

Authority Policy P410, Procurement, authorizes the standardization of purchases based on evaluated criteria such as product performance, consistency of manufacturer(s), life cycle costs, design life, and maintainability. In 2019, the Authority standardized Bombardier Transportation Systems for the APM systems and associated equipment for the Main Terminal complex.

Proposal:

Staff recommends award of Contract for Airside A and C Shuttle Car and Control System Replacement (Phase 2) to Bombardier Transportation (Holdings) USA, Inc. for the maximum purchase authorization of \$50,882,858.00.

Due to the nature of the work, a W/MBE goal was not prescribed.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-163.

Resolution:

Resolution No. 2021-163 approves and authorizes award and execution of Contract for Airside A and C Shuttle Car and Control System Replacement (Phase 2), HCAA Project No. 8420 21 at Tampa International Airport with Bombardier Transportation (Holdings) USA, Inc. in the amount of \$50,882,858.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	2. Construction Contract, Pavement Rehabilitation, HCAA Project No. 6750 21, Ajax Paving Industries of Florida, LLC, Tampa International Airport, Resolution No. 2021-164
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project includes pavement rehabilitation of asphalt taxiway shoulders, runway edges, and blast pads at Tampa International Airport. This Project also includes asphalt milling, asphalt paving, crack seal repair, seal coating, pavement markings, taxiway shoulder pavement marking removal, and limited full depth asphalt pavement removal and replacement. A low bid solicitation was issued on July 21, 2021.

Proposal:

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

<u>Company Name</u>	<u>Bid Amount</u>
Ajax Paving Industries of Florida, LLC	\$1,721,725.25
*Cobb Site Development, Inc.	\$1,749,766.83

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

The lowest responsive and responsible bidder is Ajax Paving Industries of Florida, LLC.

A W/MBE goal participation rate of 17% was prescribed and a W/MBE goal participation rate of at least 29.8% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-164.

Resolution:

Resolution No. 2021-164 approves and authorizes award and execution of Construction Contract for Pavement Rehabilitation, HCAA Project No. 6750 21 at Tampa International Airport with Ajax Paving Industries of Florida, LLC in the amount of \$1,721,725.25; approves rejection of bid received from Cobb Site Development, Inc. as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	3. Construction Contract, Short Term Parking Garage, Tug Tunnels & Quad Decks Rehabilitation, HCAA Project No. 6755 21, Restocon Corporation, Tampa International Airport, Resolution No. 2021-165
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project consists of rehabilitation of the Short Term Parking Garage Helices, Stair Towers, and Façade, along with the East and West Quad Decks, Tug Tunnels, Blue Side Ticketing Level, and Economy Parking Garage South Stair Towers and Elevator Cores at Tampa International Airport. A low bid solicitation was issued on August 26, 2021.

Proposal:

On October 6, 2021, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Restocon Corporation	\$1,674,895.00
Concrete Protection and Restoration, Inc.	\$1,687,220.00
*Valcourt Exterior Building Services of Florida, L.C.	\$1,972,605.81
*Southern Road & Bridge, LLC	\$3,482,576.00

*Valcourt Exterior Building Services of Florida, L.C. and Southern Road & Bridge, LLC were deemed non-responsive for failing to meet the prescribed W/MBE Goal.

The lowest responsive and responsible bidder is Restocon Corporation.

A W/MBE Goal participation rate of 9.0% was prescribed and a W/MBE Goal participation rate of at least 9.0% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-165.

Resolution:

Resolution No. 2021-165 approves and authorizes award and execution of Construction Contract for Short Term Parking Garage, Tug Tunnels & Quad Decks Rehabilitation, HCAA Project No. 6755 21 at Tampa International Airport with Restocon Corporation in the amount of \$1,674,895.00; approves rejection of bids received from Valcourt Exterior Building Services of Florida, L.C. and Southern Road & Bridge, LLC as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	4. Purchase Order(s), Vehicles, Cars, Vans, SUVs and Light Trucks with Related Equipment, Accessories and Services utilizing Sourcewell Contract No. 120716-NAF, Alan Jay Fleet Sales, Tampa International Airport
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority's FY22 equipment budget provides for the purchase of an assortment of vehicles for the General Aviation, Maintenance, and Public Safety Departments.

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 Alan Jay Fleet Sales for the thirteen vehicles listed below utilizing Sourcewell Contract No. 120716-NAF for the period of November 4, 2021 through January 17, 2022 for a maximum purchase authorization amount of \$537,000. All thirteen vehicles are replacements for vehicles that have reached their useful life expectancy.

<u>Vehicle Type</u>	<u>Quantity</u>	<u>Department</u>
Pickup Trucks	10	Maintenance, General Aviation and Public Safety
Patrol vehicle, SUV and Cargo Van	3	Public Safety and Maintenance

Funding:

This item is included in the Capital Equipment Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to Alan Jay Fleet Sales 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.

M. NEW BUSINESS

Subject	5. Selection of Firm and Award of Contract, Market Research and Insight Development, Brand Intuition, LLC dba Study Hall Research, Tampa International Airport, Resolution No. 2021-171
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On July 22, 2019, the Authority entered into a Master Services Agreement with Brand Intuition, LLC d/b/a Study Hall Research to provide market research service through July 30, 2021.

The Authority is seeking a company to provide market research and insight development to include conducting various Authority research projects designed to gauge consumer sentiment and provide data driven insights in support of the Authority's strategic initiatives at Tampa International Airport.

On July 14, 2021, a Request for Proposals was issued for Market Research and Insight Development. The services include performing quantitative and qualitative research at Tampa International Airport.

Proposal:

On August 25, 2021, nine responses were received and evaluated by staff. The following firms are listed in order of technical ranking:

- 1.Brand Intuition, LLC dba Study Hall Research
- 2.Downs & St Germain Research, Inc.
- 3.Integrated Insight, Inc.
- 4.Resource Systems Group, Inc.
- 5.Unison Consulting, Inc.
- 6.The Research Associates, Inc.
- 7.HCP Associates, Inc.
- 8.Research Horizons, LLC dba Phoenix Marketing International*
- 9.WPP Group, USA dba Benenson Strategy Group*

*Research Horizons, LLC dba Phoenix Marketing International and WPP Group, USA dba Benenson Strategy Group were found non-responsive for failing to meet minimum qualifications.

No specific expectancy for W/MBE participation was established.

The initial Term of the Contract for Market Research and Insight Development (Contract) is November 4, 2021 through November 3, 2024, with two discrete, one-year renewal options at the discretion of the Chief Executive Officer. The maximum purchase authorization for the Term of the Contract, including renewal options, is \$500,000. The Authority may cancel the Contract with or without cause by giving thirty (30) days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends ranking the firms in the order listed above and award to the top ranked firm.

Resolution:

Resolution No. 2021-171 approves the ranking; authorizes award and execution of Contract for Market Research and Insight Development at Tampa International Airport with Brand Intuition, LLC dba Study Hall Research; approves rejection of the responses received from Research Horizons, LLC dba Phoenix Marketing International and WPP Group, USA dba Benenson Strategy Group as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	6. Contract of Purchase, Direct Placement Financing, TD Bank, N.A., Tampa International Airport, Resolution No. 2021-166
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority's plan of finance anticipates the issuance of general airport revenue bonds on a periodic basis to fund the ongoing capital improvement program. The Authority currently has \$622.3 million in outstanding general airport revenue bonds. The Authority, along with the Authority's financial advisor, Frasca & Associates, LLC (Frasca), evaluate the portfolio on an ongoing basis to continue to optimize the debt portfolio. Given the prolonged low interest rate environment, the Authority and Frasca determined a refunding on certain series of bonds could provide debt service savings.

The Series 2018D Bond is currently callable and may provide debt service savings to Tampa International Airport. As a result, staff has solicited bids from the banking community to originate a Direct Placement Financing. After a thorough analysis of the future plan of finance and the Authority's current debt service structure, the Authority and Frasca recommend that the Authority endeavor to refund the Series 2018D Bond and restructure the final maturity to optimize the Authority's debt portfolio.

Proposal:

On September 1, 2021, an Invitation to Bid was issued for a Direct Placement Financing at Tampa International Airport. The Invitation to Bid invited firms to submit bids to refund the Series 2018D Bond with Series 2021A Bonds in the estimated principal amount of \$31.3 million. Cost of issuance will also be funded in this transaction. Bids were evaluated based on a proposed fixed interest rate which was determined by a pricing formula provided by each bidder. Bidders were required to state a total principal amount which they had the capacity to purchase. The terms and conditions established in the Invitation to Bid were generally non-negotiable.

On October 1, 2021, Bids were publicly opened and read aloud as follows:

Purchase of \$31,320,000 of Series 2021A Bonds maturing in 2027:

Company Name	Indicative Fixed Rate
TD Bank, N.A.	1.14%
Bank of America, N.A.*	1.24%
JPMorgan Chase Bank, N.A.*	1.31%
Key Government Finance, Inc.	1.338%
RBC Capital Markets, LLC	1.35%
Truist Bank	1.46%
Citibank N.A.	1.908%
Raymond James Capital Funding, Inc.	2.35%

* Bank of America, N.A. and JPMorgan Chase Bank, N.A. were deemed non-responsive due to conditioning their Bids on material modifications to the terms of the Invitation to Bid.

The lowest responsive and responsible bidder is TD Bank, N.A.

Frasca performed a financial analysis which determined that the lowest total cost to the Authority would be realized by TD Bank, N.A. purchasing the Series 2021A Bonds in the amount of \$31,320,000.

Frasca has determined that the debt service cost savings to be realized by TD Bank, N.A.'s purchase of the Series 2021A Bonds and the refunding and restructure of the Series 2018D Bonds is \$14.1 million. The Authority reserves the right to cancel the Solicitation at any time up to Board award and to cancel the resulting contract up to the closing date.

There was no W/MBE expectancy for this contract.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-166.

Resolution:

Resolution No. 2021-166 authorizes the Issuance of Hillsborough County Aviation Authority Tampa International Airport Revenue Refunding Bond, 2021 Series A (AMT) in the aggregate principal amount not to exceed \$31,320,000, for the purpose of refunding the Authority's Hillsborough County Aviation Authority Tampa International Airport Revenue Refunding Bond, 2018 Series D (AMT); approves the form of a Supplemental Trust Agreement with respect to the 2021 Series A Bond and approves certain Amendments to the Trust Agreement as provided therein; approves Invitation To Bid protocols for the 2021 Series A Bond and delegates authority to award the sale of such 2021 Series A Bond to the successful Bidder and approves the conditions of such sale of the 2021 Series A Bond; designates the Registrar, Paying Agent and Authenticating Agent for such 2021 Series A Bond; approves the form of and authorizes the execution of a Contract of Purchase; provides certain findings with respect to the foregoing; provides certain other details with respect thereto; and provides an effective date.

M. NEW BUSINESS

Subject	7. Reimbursement Resolution, Tampa International Airport, Resolution No. 2021-173
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

As part of the annual operating and capital budgeting process, sources of funding are identified and estimated for capital projects. These sources may include Passenger Facility Charges (PFCs), Federal AIP program grants, Florida Department of Transportation grants, Customer Facility Charges, or Authority funds. The balance of funding will consist of general airport revenue bonds, PFC backed bonds, advances under the revolving credit agreement, or other types of short-term financing (Bonds).

Treasury Regulation Section 1.150-2 allows the Authority to pay costs of upcoming capital program projects before the Bonds are issued and to then reimburse those expenditures from the Bond proceeds after the Bonds are issued and those proceeds are received.

Treasury Regulation Section 1.150-2 requires the Authority to express its intent to make such a reimbursement from the Bond proceeds by adopting a Resolution to that effect.

Proposal:

Management seeks approval of a new reimbursement Resolution which will allow the Authority to pay costs related to the projects listed below and to reimburse itself from Bond proceeds.

- Airside A Boarding Bridges, PCA AHU and GPU Replacements
- Airside A&C Shuttle Car Rehab/Replacement
- Airside A&E Checkpoint Expansion
- Airside D Shuttle Lobby Landside
- Authority Office Complex Interior Fit-Out
- Baggage Claim Level Ceiling Replacement
- Demo Admin Building
- Demo Red Side Garage
- FAA Parking Lot
- Main Terminal Curbside Expansion- Red Side
- North Cargo Rehab

Design efforts are beginning for these projects and the Authority expects to incur additional expenditures prior to pricing and selling general airport revenue or PFC backed bonds, making advances on the revolving credit agreement, or issuing other debt during 2022. A reimbursement Resolution must be initiated to provide the necessary mechanism to reimburse expenditures made prior to the receipt of Bond proceeds.

The reimbursement Resolution provides a description of the capital projects, an effective date of the Resolution, and establishes the maximum principal amount of debt expected to be issued to finance the cost of the projects prior to the issuance of general airport revenue or PFC backed bonds at \$415,000,000. Approval of the reimbursement Resolution does not represent approval by the Board to issue debt. That approval will be requested during the process of the debt issuance.

Funding:

N/A

Recommendation:

Management recommends the adoption of Resolution No. 2021-173.

Resolution:

Resolution No. 2021-173 expresses the Hillsborough County Aviation Authority's intention, for purposes of compliance with Treasury Regulation Section 1.150-2, to reimburse expenditures which may be made with respect to the acquisition, development, construction, and equipping of certain airport improvements including the Airside A Boarding Bridges, PCA AHU and GPU replacements, Airside A&C Shuttle Car Rehab/Replacement, Airside A&E Checkpoint Expansion, Airside D Shuttle Lobby Landside, Authority Office Complex Interior Fit-Out, Baggage Claim Level Ceiling Replacement, Demo Admin Building, Demo Red Side Garage, FAA Parking Lot, Main Terminal Curbside Expansion- Red Side, and North Cargo Rehab, and provides an effective date.

M. NEW BUSINESS

Subject	8. Purchase Order, Pierce Pumper, 4 Door Freightliner Aircraft Rescue and Firefighting (ARFF) Vehicle utilizing NPPGov Contract No. PS20240, HCAA Project No. 6965 22, Pierce Manufacturing, Tampa International Airport
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority's FY22 Capital Budget provides for the purchase of a Pierce Responder Class III dual purpose fire apparatus. This vehicle will be replacing a 1996 Oshkosh T-3000 vehicle that has reached the end of its service life.

The requested fire apparatus, which will be housed at the Airport Fire Station, will be capable of responding to a structure fire and hazardous materials response, as well as an aircraft incident on the airfield. A key advantage of this dual purpose apparatus is its ability to pump water at a high Gallons Per Minute (GPM) in elevated buildings, which the current apparatus being replaced is unable to achieve.

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 a purchase order to Pierce Manufacturing for the purchase of a Pierce Pumper, 4 Door Freightliner ARFF Vehicle utilizing NPPGov National Cooperative Procurement Cooperative Contract No. PS20240 in a total not to exceed amount of \$571,696.00.

Funding:

This item is included in the Capital Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of a purchase order to Pierce Manufacturing 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.

M. NEW BUSINESS

Subject	9. Contract for Special Legal Services, Carlton Fields, P.A., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2021-167
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Carlton Fields, P.A. has provided advice and counsel in the area of construction litigation and other related legal services for Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

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

Proposal:

Authorize execution of a Contract for Special Legal Services for construction litigation with Carlton Fields, P.A. for a two-year period beginning December 5, 2021 and continuing through December 4, 2023 with two, one-year renewal options at the discretion of the Chief Executive Officer or designee. The maximum purchase authorization amount for the Term of the Contract, including the renewal options, is \$500,000.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2021-167.

Resolution:

Resolution No. 2021-167 approves and authorizes execution of Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Carlton Fields, P.A.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	10. Selection of Firm and Award of Contract, Federal Governmental Affairs Consulting and Lobbying Services, Potomac Partners DC, Tampa International Airport, Resolution No. 2021-168
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On November 3, 2016, the Board awarded a contract for Federal Governmental Affairs Consulting Services and Lobbying Services to Alcalde & Fay, Ltd. Inc. (partnered with Potomac Partners DC). The term of that contract was January 1, 2017 through December 31, 2019 with two, one-year renewal options at the discretion of the Chief Executive Officer at a not-to-exceed amount of \$600,000 for the five-year term of the contract.

Proposal:

On June 20, 2021, a Request for Proposals was issued for Federal Governmental Affairs Consulting and Lobbying Services at Tampa International Airport. The top priorities under the Contract include representing the Authority with key federal lawmakers and agencies to advance the Authority federal legislative agenda as well as assisting in identifying grants and other funding mechanisms available to the Authority.

Two responses were received and evaluated by staff. The responses met the minimum qualifications requirements and were evaluated against the evaluation criteria in the Request for Proposals. The firms are listed below in order of technical ranking:

1. Potomac Partners DC
2. Ballard Partners

No specific expectancy for W/MBE participation was established.

The Term of this Contract is January 1, 2022 through December 31, 2024 with two discrete, one-year renewal options at the discretion of the Chief Executive Officer. The total not-to-exceed amount for the five-year term of the Contract is \$720,000. The Authority may cancel the Contract by giving thirty (30) days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends ranking the firms in the order listed above and award to the top ranked firm.

Resolution:

Resolution No. 2021-168 approves the ranking; authorizes award and execution of the Contract for Federal Governmental Affairs Consulting and Lobbying Services at Tampa International Airport with Potomac Partners DC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	11. Supplemental Contract, Workforce Management System and Related Products Services and Solutions utilizing US Communities Contract No. 18220, HCAA Project No. 6955 22, Kronos Incorporated, Tampa International Airport, Resolution No. 2021-169
Meeting	Nov 4, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On June 4, 2015, the Board authorized execution of a sole source Master License and Sales Agreement with Kaba Workforce Solutions, LLC for B-COMM® Oracle Time and Labor solution for the term of June 4, 2015 through June 3, 2020 in the maximum purchase authorization amount of \$137,600. B-COMM® Oracle Time and Labor solution offered Oracle validated communication software and hardware and was the only solution offering integration with Oracle, the Authority's ERP system, at the time. On January 1, 2018, Kaba Workforce Solutions, LLC changed its name to dormakaba Workforce Solutions LLC.

On June 4, 2020, the Board authorized execution of Amendment No. 1 for continued use of the B-COMM® Oracle Time and Labor solution, authorized an increase of \$52,000 for a maximum purchase authorization amount of \$189,600, and extended the term through June 3, 2022.

dormakaba Workforce Solutions LLC has advised the Authority that beginning June 2022 they will continue to support the current software and time clock solution but will no longer provide enhancements and that they will stop supporting the current solution in December 2022 and will no longer provide integration with the core Oracle EBS for future upgrades, which is a critical component for the Authority's time keeping solution.

Kronos Incorporated offers a workforce management solution that provides absence management, timekeeping, scheduling, analytics, reporting, and timeclocks. In addition, Kronos Incorporated will work with Authority staff to integrate their solution to allow for the exchange of time collection data between Oracle and time clocks, PC Web, telephone and mobile devices. Kronos Incorporated offers this solution through US Communities Contract No. 18220. A Supplemental Contract provides for the inclusion of statutorily required and other contract language.

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:

This item authorizes execution of a Supplemental Contract to include statutorily required and other contract language with Kronos Incorporated utilizing US Communities Contract No. 18220 for a time keeping solution, for the period of November 4, 2021 through March 17, 2022 with three discrete, one-year renewal options at the discretion of the Chief Executive Officer, contingent upon approval of similar renewal options exercised by US Communities, for a total maximum purchase authorization amount of \$600,000, including the renewal options.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2021-169.

Resolution:

Resolution No. 2021-169 approves and authorizes execution of Supplemental Contract, HCAA Project No. 6955 22 at Tampa International Airport with Kronos Incorporated; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

N. STAFF REPORTS

Subject

1. Staff Reports

Meeting

Nov 4, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

Action

O. ADJOURNMENT

Subject

1. Adjournment

Meeting

Nov 4, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

Procedural
