



# Tampa International Airport

**AVIATION AUTHORITY**

**REGULAR BOARD MEETING**

**Thursday, October 6, 2016  
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.

TABLE OF CONTENTS

**A. CALL TO ORDER..... 3**

**B. PLEDGE OF ALLEGIANCE..... 3**

**C. APPROVAL OF THE AGENDA..... 3**

**D. PUBLIC COMMENTS ..... 3**

**E. APPROVAL OF THE MINUTES - Regular Authority Meeting – September 1, 2016 ..... 3**

**F. MANAGEMENT REPORT..... 3**

**G. APPROVAL OF THE CONSENT AGENDA ..... 3**

    1. Agreement to Host the Florida Airports Council's 2018 Annual Conference and Exposition, Florida Airports Council, Tampa International Airport, Resolution No. 2016-99 ..... 4

    2. Ground Lease with Improvements, Civil Air Patrol in and for the Florida Wing/United States Air Force Auxiliary, Tampa Executive Airport, Resolution No. 2016-94..... 5

**H. POLICIES OR RULES FOR CONSIDERATION OR ACTION ..... 7**

**I. COMMITTEE REPORTS..... 8**

    1. Report of Audit Committee Meeting held on September 19, 2016 in the Aviation Authority Boardroom ..... 8

**J. UNFINISHED BUSINESS..... 9**

    1. Selection of Artist and Award of Contract, Tampa International Airport Public Art Main Terminal, Airside F and Consolidated Rental Car Facility, Tampa International Airport, Resolution No. 2016-89 ..... 9

**K. NEW BUSINESS ..... 11**

    1. Selection of Design Professional, Runway 4-22 and Other Pavement Rehabilitation, HCAA Project No. 6310 17, Peter O. Knight Airport ..... 11

    2. Selection of Firm and Award of Contract for Tampa Airport Concession Redevelopment Program; Spa Services Concession, Terminal Getaway Spa Tampa, LLC dba Terminal Getaway Spa, Tampa International Airport, Resolution No. 2016-97 ..... 13

    3. Teamsters Local 79 Labor Contract, Tampa International Airport, Resolution No. 2016-96... 15

**L. PRESENTATIONS - None ..... 16**

**M. STAFF REPORTS..... 16**

**N. ADJOURNMENT ..... 16**

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF THE AGENDA**
- D. **PUBLIC COMMENTS**
- E. **APPROVAL OF THE MINUTES** - Regular Authority Meeting – September 1, 2016
- F. **MANAGEMENT REPORT**
- G. **APPROVAL OF THE CONSENT AGENDA**

**G. CONSENT ITEM**

1. Agreement to Host the Florida Airports Council's 2018 Annual Conference and Exposition, Florida Airports Council, Tampa International Airport, Resolution No. 2016-99
- 

**I. Background:**

The Florida Airports Council holds an Annual Conference for the education of its membership. The Authority previously served as the Host for the 2010 Conference and is looking to serve as the Host for the 2018 Conference.

As Host of the Conference, Authority responsibilities include, but are not limited to, developing a Conference theme, logo, session topics and speakers, selection of venue and sponsorship of the Monday Night Event.

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

**II. Proposal:**

Authorize execution of the Agreement to Host the Florida Airports Council's 2018 Annual Conference and Exposition with Florida Airports Council. The total not-to-exceed amount for all Host-related expenses is \$125,000.

**III. Funding:**

This item is included in the O&M Budget.

**IV. Recommendation:**

Management recommends adoption of Resolution No. 2016-99.

**V. Resolution:**

**Resolution No. 2016-99 approves and authorizes execution of Agreement to Host the Florida Airports Council's 2018 Annual Conference and Exposition at Tampa International Airport with Florida Airports Council; approves not-to-exceed expenditure of \$125,000 for Host-related expenses; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**G. CONSENT ITEM**

2. Ground Lease with Improvements, Civil Air Patrol in and for the Florida Wing/United States Air Force Auxiliary, Tampa Executive Airport, Resolution No. 2016-94

I. Background:

The Civil Air Patrol in and for the Florida Wing/United States Air Force Auxiliary (CAP) has a Ground Lease with Improvements for Non-Commercial Aviation Related Activities at Tampa Executive Airport (VDF) that terminates October 31, 2016 and includes a 3,024 square foot facility (former Vandenberg house) and a 7,436 square foot parcel of land (Premises).

CAP provides inland search and rescue efforts and aerial reconnaissance for homeland security, disaster relief and damage assessment, as well as transport for time-sensitive medical materials and counter-narcotics missions.

II. Proposal:

Staff proposes entering into a Ground Lease with Improvements (Lease) with CAP for the continued use and occupancy of the Premises for a period beginning November 1, 2016 and ending October 31, 2018 with three one-year renewal options upon approval by the Authority's Chief Executive Officer or his designee. Either party may terminate the Lease upon 30 days written notice.

Federal regulations permit CAP to pay a nominal rental rate (\$10.00/year) in recognition of the benefits provided by CAP to airports and aviation, provided CAP operates an aircraft at VDF in support of its programs. If CAP ceases to operate an aircraft at VDF, the rent will increase as follows:

Premises	Sq. Ft.	FMV Rental Rate per Sq. Ft.	Annual Rent Without Operating Aircraft
Land	7,436	\$0.22	\$1,635.92
Facility*	3,024	\$0.00	\$0.00
<b>Total Rent</b>			<b>\$1,635.92</b>

\*In light of the Facility's age, condition, and location which render it incapable of generating more than minimal revenue, and the fact that the Facility is not needed for an airport purpose, no rent would be charged for the Facility.

The Lease allows CAP to have a co-tenant agreement with Experimental Aircraft

**G2 (Continued)**

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Association, Inc. Chapter 175 for the purpose of sharing the rent and day-to-day operation and maintenance costs of the Premises. The co-tenant agreement is subject to written approval of the Authority's Chief Executive Officer or designee and the terms and conditions of the Lease.

III. Funding:

N/A

IV. Recommendation:

Management recommends adoption of Resolution No. 2016-94.

V. Resolution:

**Resolution No. 2016-94 approves and authorizes execution of the Ground Lease with Improvements at Tampa Executive Airport with the Civil Air Patrol in and for the Florida Wing/United States Air Force Auxiliary; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

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I. **COMMITTEE REPORTS**

1. Report of Audit Committee Meeting held on September 19, 2016 in the Aviation Authority Boardroom
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The Audit Committee met on September 19, 2016 with all members in attendance. The Committee listened to presentations and held discussions with the Authority's external auditors, RSM US, and Authority staff regarding the external audit plan for fiscal year 2016 and the internal audit plan for fiscal year 2017. A motion was made and passed for a presentation to be given to the Audit Committee at a future Audit Committee meeting regarding the criteria and assessment of the ongoing Request for Proposals for Construction Auditing Co-Sourcing.



**J. UNFINISHED BUSINESS**

1. Selection of Artist and Award of Contract, Tampa International Airport Public Art Main Terminal, Airside F and Consolidated Rental Car Facility, Tampa International Airport, Resolution No. 2016-89
- 

**I. 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 construction program, locations throughout the Airport's facilities were identified to accommodate Public Art. On August 17, 2015, a Call for Artists was issued for Tampa International Airport Public Art Main Terminal, Airside F and Consolidated Rental Car Facility. Seven hundred fifty three (753) 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 November 5, 2015 Board meeting.

Artist presentations were held in January and February of 2016. The Public Art Committee evaluated Artist proposals and made final recommendations on February 24, 2016.

On April 7, 2016 the Board awarded Artist Services Contracts for locations AS F 2, AS F 3, APM 1, APM 2, APM 3, CNRC 1 and CNRC 2. On June 2, 2016 the Board awarded an Artist Services Contract for Location AS F 4.

Staff was unable to negotiate a satisfactory contract with the highest ranked Artist for the AS F 1 location, one of the original locations in the Request for Proposals. As a result, on June 30, 2016, the Public Art Committee met and decided to forego the AS F 1 location and instead proceed with a new AS F 5 location which would showcase hanging artwork. All previous short listed Artist presentations for hanging artwork were reviewed by the Public Art Committee in deciding the proposed artwork selection for the AS F 5 location.

**II. Proposal:**

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

**J1 (Continued)**

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**Location: AS F 5**

Blue Industries, B.V. (Artist Frederik Molenschot)  
\$200,000

No specific expectancy for W/MBE participation was established.

Artwork installation for Location AS F 5 will be substantially complete by May 2017.

III. **Funding:**

This item is included in the Capital Budget.

IV. **Recommendation:**

The Public Art Committee recommends adoption of Resolution No. 2016-89.

V. **Resolution:**

**Resolution No. 2016-89 authorizes award and execution of an Artist Services Contract at Tampa International Airport with Blue Industries, B.V. for \$200,000; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**K. NEW BUSINESS**

1. Selection of Design Professional, Runway 4-22 and Other Pavement Rehabilitation, HCAA Project No. 6310 17, Peter O. Knight Airport
- 

**I. Background:**

As part of the Authority's ongoing airfield maintenance initiatives, airfield pavements are rehabilitated on a periodic basis. This Project provides for the design to remove, rehabilitate and reconstruct runway, taxiway, taxi lane and apron asphalt pavements at Peter O. Knight Airport.

The selected Design Professional will provide the technical expertise required to design the pavement improvements.

**II. Proposal:**

On July 6, 2016, a request for qualifications was issued for a Design Professional for Runway 4-22 and Other Pavement Rehabilitation at Peter O. Knight Airport.

Four (4) qualified responses were received and evaluated by staff. The order of technical ranking is:

1. American Infrastructure Development, Inc.
2. Kimley-Horn and Associates, Inc.
3. Michael Baker International, Inc.
4. Gale Associates, Inc. / South

A DBE expectancy of at least 6.3% of the dollar amount earned on the awarded contract was prescribed. All respondents submitted assurances and letters of intent demonstrating that they will meet the DBE expectancy requirements. The selected Design Professional will incorporate their submitted DBE expectancy into the awarded contract.

**III. Funding:**

This item is included in the Capital Budget.

**K1 (Continued)**

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IV. 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.**

**K. NEW BUSINESS**

2. Selection of Firm and Award of Contract for Tampa Airport Concession Redevelopment Program; Spa Services Concession, Terminal Getaway Spa Tampa, LLC dba Terminal Getaway Spa, Tampa International Airport, Resolution No. 2016-97
- 

**I. Background:**

The spa services concession will provide nail and massage services along with spa related merchandise. These locations can be found at each airside (4 locations total), and will be phased-in beginning in the second quarter of 2017. The first year of full operation for the spa services concession is anticipated to be in 2018.

**II. Proposal:**

On June 29, 2016, a request for proposals was issued for Tampa Airport Concessions Redevelopment Program; Spa Services Concession at Tampa International Airport.

One response was received and evaluated by staff. The response from the following firm met the minimum qualifications requirements and was evaluated against the evaluation criteria in the request for proposals:

1. Terminal Getaway Spa Tampa, LLC dba Terminal Getaway Spa

An ACDBE goal of at least 25% of total annual gross receipts was prescribed and an ACDBE participation rate of 25% is incorporated into the Contract.

The term of the Contract is ten years from the date the last concession location opens for business.

**III. Funding:**

N/A

**IV. Recommendation:**

The Chief Executive Officer recommends the ranking listed above.

**K2 (Continued)**

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V. Resolution:

**Resolution No. 2016-97 approves the ranking; authorizes award and execution of the Contract for Tampa Airport Concessions Redevelopment Program; Spa Services Concession at Tampa International Airport with Terminal Getaway Spa Tampa, LLC dba Terminal Getaway Spa; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**K. NEW BUSINESS**

3. Teamsters Local 79 Labor Contract, Tampa International Airport, Resolution No. 2016-96
- 

I. Background:

On September 12, 2016, Authority representatives and Teamsters Local 79 representatives completed bargaining for a new labor contract. The prior labor contract was for the period October 1, 2013 through September 30, 2016 and covered employees in Maintenance, the Airport Operations Center, Guest Services, and Property Control Specialists.

II. Proposal:

Material changes in this Contract include: a \$15 increase in the safety shoe allowance, clarification of language referring to employees' Weingarten rights, and the removal of references to Hillsborough County Civil Service policy and procedures.

The term of this Contract is three (3) years, beginning on October 1, 2016 and ending on September 30, 2019.

III. Funding:

This item is included in the O&M Budget.

IV. Recommendation:

Management recommends adoption of Resolution No. 2016-96.

V. Resolution:

**Resolution No. 2016-96 approves and authorizes the execution of the Labor Contract at Tampa International Airport with the Teamsters Local 79; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

L. **PRESENTATIONS** - None

M. **STAFF REPORTS**

N. **ADJOURNMENT**