



# Tampa International Airport

**AVIATION AUTHORITY**

**REGULAR BOARD MEETING**

**Thursday, February 1, 2018**

**9:00 A.M.**

**Boardroom**

**Level 3 at Tampa International Airport**

## **AGENDA**

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



**Thursday, February 1, 2018  
Aviation Authority Regular Board Meeting**

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

**A. CALL TO ORDER**

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1. Call to Order

**B. PLEDGE OF ALLEGIANCE**

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1. Pledge of Allegiance

**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 Ground Lease Agreement, Randhir of Tampa, LLC, Tampa International Airport, Resolution No. 2018-02
2. Amendment No. 2 to Contract for Special Legal Services, Gordon Rees Scully Mansukhani, LLP, Tampa International Airport, Resolution No. 2018-05
3. Amendment No. 4 to Agreements for On-Airport Car Rental Concession, Avis Budget Car Rental, LLC; DTG Operations, Inc.; Enterprise Leasing Company of Florida, LLC; The Hertz Corporation, Tampa International Airport, Resolution Nos. 2018-18, 2018-19, 2018-20 and 2018-21
4. Authorization to Establish and Administer Authority Bank Accounts and Investments, Tampa International Airport, Resolution No. 2018-17
5. Increase in Not-to-Exceed Authorization Amount, Capital Improvement Program Executive Advisor Services Agreement, Paslay Management Group, L.P., Tampa International Airport, Resolution No. 2018-07
6. Maintenance Contract for Emergency Generators, Ring Power Corporation, Tampa International Airport, Resolution No. 2018-04

7. Operating Agreement for Non-Signatory Passenger Air Carriers, Air Transat A.T., Inc., Tampa International Airport, Resolution No. 2018-01

8. Operating Agreement for Ground Handlers, LGSTX Services, Inc., Tampa International Airport, Resolution No. 2018-22

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

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1. Policies or Rules for Consideration or Action

#### **I. COMMITTEE REPORTS**

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1. Committee Reports

#### **J. UNFINISHED BUSINESS**

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1. Contract for Design Professional Services, Taxiway A and MRO Taxiway Extension, HCAA Project Nos. 8220 18 and 8825 18, AECOM Technical Services, Inc., Tampa International Airport, Resolution No. 2018-06

#### **K. NEW BUSINESS**

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1. Selection of Design-Build, Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit, HCAA Project Nos. 8235 18 & 6535 19, Tampa International Airport

2. Short-Listing of Respondents, Gateway Development Area Office Building, HCAA Project No. 8226 17, Tampa International Airport

3. Selection of Firm and Award of Contract, Grease Drainage System Preventative Maintenance, Property Maintenance Unlimited, Inc. dba GreaseCorp Tampa International Airport, Resolution No. 2018-09

4. Award of Agreements, Agreement for Operation of Taxicab Services at Tampa International Airport Main Terminal, Gulfcoast Transportation, Inc. and West Coast Transportation Services, Inc. dba Yellow Cab, Tampa International Airport, Resolution Nos. 2018-10 and 2018-11

5. Lease and Concession Contract, Cole Enterprises LTD., Inc., Tampa International Airport, Resolution No. 2018-15

#### **L. PRESENTATIONS**

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1. Presentations

#### **M. STAFF REPORTS**

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1. Staff Reports

#### **N. ADJOURNMENT**

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1. Adjournment



**Thursday, February 1, 2018  
Aviation Authority Regular Board Meeting**

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

**A. CALL TO ORDER**

---

<b>Subject</b>	<b>1. Call to Order</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

## **B. PLEDGE OF ALLEGIANCE**

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<b>Subject</b>	<b>1. Pledge of Allegiance</b>
Meeting	Feb 1, 2018 - 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	Feb 1, 2018 - 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	Feb 1, 2018 - 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	Feb 1, 2018 - 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	Feb 1, 2018 - 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 Ground Lease Agreement, Randhir of Tampa, LLC, Tampa International Airport, Resolution No. 2018-02</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

Randhir of Tampa, LLC (Randhir) owns a warehouse adjacent to the northern boundary of the Authority owned railroad spur line corridor. Since October 8, 2010, Randhir's storm water drainage pond had been encroaching on Authority property without the knowledge and consent of the Authority. On May 7, 2015, Randhir and the Authority entered into a Ground Lease Agreement (Agreement) for the Authority land on which their drainage pond was encroaching. The Agreement leases Randhir approximately 7,605 square feet of land at \$0.54 per square foot per year. The initial term of the Agreement was retroactive from October 8, 2010 through May 31, 2020 with one 5-year renewal option. On August 5, 2015, Randhir exercised the five year renewal option thereby extending the Agreement until May 31, 2025. Randhir desires to further extend the term of the Agreement until May 31, 2040.

### Proposal:

Amendment No. 1 updates certain administrative and federally mandated provisions and extends the term of the Agreement for 15 years or until May 31, 2040. For the term June 1, 2020 through May 31, 2025, the rent will be adjusted to the current appraised fair market rental value. Beginning June 1, 2025, the rent will be adjusted to the current appraised fair market rental value for the first renewal year and will then be subsequently increased 3% annually throughout the remaining term of the Agreement. This Amendment No. 1 also provides that the Agreement may be terminated by Authority upon 365 days' written notice to Randhir, after June 1, 2025, should the Authority desire to use the Premises for a use other than storm water drainage and/or retention. Randhir may terminate the Agreement if not in default of any terms or in the payment of any rents or other charges, with or without cause, upon 90 days' written notice to Authority.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2018-02.

### Resolution:

**Resolution No. 2018-02 approves and authorizes the execution of Amendment No. 1 to Ground Lease Agreement at Tampa International Airport with Randhir of Tampa, LLC; 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. Amendment No. 2 to Contract for Special Legal Services, Gordon Rees Scully Mansukhani, LLP, Tampa International Airport, Resolution No. 2018-05</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

On June 9, 2017, a Contract for Special Legal Services (Contract) was executed with Gordon Rees Scully Mansukhani, LLP for procurement related legal services in a total not-to-exceed amount of \$40,000. The initial term of the Contract is June 9, 2017 through June 8, 2019, with one, one-year renewal option at the discretion of the Authority General Counsel. The Authority may cancel the Contract with 30 days advance written notice.

On August 31, 2017, Amendment No. 1 was executed authorizing an increase in the total not-to-exceed amount of the Contract to \$80,000.

### Proposal:

This Amendment No. 2 authorizes an increase in the total not-to-exceed amount of the Contract to \$150,000. Gordon Rees Scully Mansukhani, LLP will continue to represent the Authority with regard to ongoing legal matters related to procurement services.

### Funding:

This item is included in the O&M Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2018-05.

### Resolution:

**Resolution No. 2018-05 approves and authorizes execution of Amendment No. 2 to the Contract for Special Legal Services at Tampa International Airport with Gordon Rees Scully Mansukhani, LLP; and authorizes the General Counsel or his designee to execute all other ancillary documents.**

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

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<b>Subject</b>	<b>3. Amendment No. 4 to Agreements for On-Airport Car Rental Concession, Avis Budget Car Rental, LLC; DTG Operations, Inc.; Enterprise Leasing Company of Florida, LLC; The Hertz Corporation, Tampa International Airport, Resolution Nos. 2018-18, 2018-19, 2018-20 and 2018-21</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

On January 7, 2010, the Board approved separate Agreements for On-Airport Car Rental Concession (Agreements) with Avis Budget Car Rental, LLC (Avis Budget), DTG Operations, Inc. (DTG), Enterprise Leasing Company of Florida, LLC (Enterprise), and The Hertz Corporation (Hertz). Avis Budget, Enterprise, and Hertz have new Lease and Concession Contracts for occupying space in the new Rental Car Center which were approved by the Board on June 4, 2015. Those Contracts will commence when the Rental Car Center opens to the public on or about February 14, 2018. DTG did not require a Contract as they will be operating under Hertz's Contract.

The existing Agreements will terminate upon opening of the Rental Car Center. It is necessary to extend the term of these Agreements in order for the rental car companies to decommission their existing facilities at the Main Terminal, which will not be completed prior to the current termination date of the Agreements.

### Proposal:

This Amendment No. 4 changes the expiration date of the Agreements to April 15, 2018, deletes required rents, fees and other payments effective February 14, 2018 as these will be provided for in the new contracts, and adds that the failure of the rental car companies to remove their personal property by April 15, 2018 will constitute transfer of title of such property to the Authority.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolutions Nos. 2018-18, 2018-19, 2018-20 and 2018-21.

### Resolution:

**Resolution No. 2018-18 approves and authorizes execution of Amendment No. 4 to the Agreements for On-Airport Car Rental Concession at Tampa International Airport with Avis Budget Car Rental, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2018-19 approves and authorizes execution of Amendment No. 4 to the Agreements for On-Airport Car Rental Concession at Tampa International Airport with DTG Operations, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2018-20 approves and authorizes execution of Amendment No. 4 to the Agreements for On-Airport Car Rental Concession at Tampa International Airport with Enterprise**

**Leasing Company of Florida, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2018-21 approves and authorizes execution of Amendment No. 4 to the Agreements for On-Airport Car Rental Concession at Tampa International Airport with The Hertz 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>4. Authorization to Establish and Administer Authority Bank Accounts and Investments, Tampa International Airport, Resolution No. 2018-17</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

Policy P450, Banking and Investments, authorizes the Chief Executive Officer or his designees to deposit, spend and invest Authority funds as allowed by applicable law and the Trust Agreement. Standard Procedure S450.01 sets forth the procedures regarding the establishment and administration of Authority bank accounts, including segregation of duties and internal controls.

Banks and investment firms require annual updated resolutions naming the positions authorized to conduct banking and investing on behalf of the Authority.

### Proposal:

This item authorizes the Chief Executive Officer, the Executive Vice President of Finance and Procurement, and the Senior Manager of Administration, each individually, to establish and administer accounts, execute banking agreements, deposit funds and designate and authorize individuals to execute wire transfers and the transfer of funds for all Authority depository accounts as well as other accounts established in accordance with the Trust Agreement, as supplemented and amended, and within Florida law. Additionally, the Chief Executive Officer and the Executive Vice President of Finance and Procurement, each individually, are authorized to execute investment services agreements, establish investment accounts, sign checks, authorize the deposit or transfer of funds for all investment accounts as well as other accounts established in accordance with the Trust Agreement, as supplemented and amended, and within Florida law, purchase and sell investments, and sell, assign and endorse for transfer certificates representing stocks, bonds or other securities registered in the name of the Authority.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2018-17.

### Resolution:

**Resolution No. 2018-17 approves and authorizes the Chief Executive Officer and the Executive Vice President of Finance and Procurement to conduct banking and investing on behalf of the Authority and authorizes the Senior Manager of Administration to conduct banking on behalf of the Authority.**

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

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<b>Subject</b>	<b>5. Increase in Not-to-Exceed Authorization Amount, Capital Improvement Program Executive Advisor Services Agreement, Paslay Management Group, L.P., Tampa International Airport, Resolution No. 2018-07</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

On March 7, 2013, the Board authorized award and execution of a Capital Improvement Program Executive Advisor Services Agreement (Agreement) with Paslay Management Group, L.P. to provide consulting services to the Authority for the Authority's Capital Improvement Program. The Agreement is for the term March 7, 2013 through March 6, 2018 with a five year not-to-exceed authorization amount of \$500,000.

On January 16, 2018, the Chief Executive Officer, in accordance with the terms and conditions of the Agreement, approved the Agreement's two, one-year renewal options, thereby extending the term of the Agreement to March 6, 2020.

### Proposal:

Staff requests the Board authorize an increase to the Agreement not-to-exceed authorization amount of \$225,200, for a new total Agreement not-to-exceed authorization amount of \$725,200.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

The Chief Executive Officer recommends the Board authorize the increase of \$225,200 to the total not-to-exceed authorization amount of the Agreement.

### Resolution:

**Resolution No. 2018-07 approves and authorizes an increase to the total not-to-exceed authorization amount of the Capital Improvement Program Executive Advisor Services Agreement in the amount of \$225,200 for a new total Agreement not-to-exceed authorization amount of \$725,200; 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>6. Maintenance Contract for Emergency Generators, Ring Power Corporation, Tampa International Airport, Resolution No. 2018-04</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

In September 2012, a Notice of Intent to Sole Source and award a sole source contract with Ring Power Corporation was publicly advertised. No responses were received.

On February 7, 2013, the Board authorized a five-year, full-service maintenance contract with Ring Power Corporation for the period of February 7, 2013 through February 6, 2018 with an annual cost for maintenance of \$25,688.68. The contract also included a provision for Extra Work or repairs as required, up to \$50,000 annually, over the term of the contract.

On May 10, 2017, a Notice of Intent to Sole Source with Ring Power Corporation for the continued maintenance of Caterpillar emergency generators was publicly advertised. No responses were received. Support and maintenance for the Caterpillar emergency generators and the proprietary components can only be provided by Ring Power Corporation. Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

### Proposal:

This item authorizes execution of a Maintenance Contract with Ring Power Corporation for the maintenance of Caterpillar emergency generators for the period of February 7, 2018 through February 6, 2023 with one, five-year renewal option at the discretion of the Chief Executive Officer. The cost for maintenance and load bank testing of the emergency generators is estimated at \$25,000 annually. Contract pricing may be adjusted no more than 5% by mutual agreement of the parties at the time of renewal. Additionally, this Maintenance Contract includes an Extra Work provision to allow for additions, deletions or revisions in the work being performed by Ring Power Corporation. This item authorizes the Chief Executive Officer or designee to approve up to \$250,000 of Extra Work over the term of the Maintenance Contract including the renewal option. The Authority may terminate the Maintenance Contract by giving thirty days written notice.

### Funding:

This item is included in the O&M Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2018-04.

### Resolution:

**Resolution No. 2018-04 approves and authorizes the execution of Maintenance Contract for Emergency Generators at Tampa International Airport with Ring Power 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>7. Operating Agreement for Non-Signatory Passenger Air Carriers, Air Transat A.T., Inc., Tampa International Airport, Resolution No. 2018-01</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

Passenger air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Passenger or Cargo Air Carriers prior to commencing operations.

### Proposal:

This Operating Agreement for Non-Signatory Passenger Air Carriers with Air Transat A.T., Inc. (Air Transat) is for a term commencing February 1, 2018 and ending September 30, 2020, concurrently with all other non-signatory air carrier operating agreements. Either party may terminate this Operating Agreement with 30 days' written notice, without cause. Air Transat will pay landing fees for FY18 at the rate of \$1.626 per thousand pounds of gross landing weight, adjusted at least annually. All fees and charges may be adjusted without amendment to this Operating Agreement. Initial payment security of \$5,000.00 is required. All charges for use of the Airport's facilities will be on a per use basis.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2018-01.

### Resolution:

**Resolution No. 2018-01 approves and authorizes execution of the Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Air Transat A.T., Inc.; 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>8. Operating Agreement for Ground Handlers, LGSTX Services, Inc., Tampa International Airport, Resolution No. 2018-22</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

### Background:

Ground handlers at Tampa International Airport (Airport) must have, at a minimum, a ground handling operating agreement prior to commencing operations.

### Proposal:

LGSTX Services, Inc. (LGSTX) desires to perform ground handling services at the Airport for a term commencing February 1, 2018 through September 30, 2020. For the privilege of providing services at the Airport, LGSTX will pay to the Authority the greater of a minimum annual privilege fee of \$12,000 or a percentage privilege fee of five percent (5%) of gross receipts, payable in equal monthly installments. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to LGSTX's ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that LGSTX 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. 2018-22.

### Resolution:

**Resolution No. 2018-22 approves and authorizes execution of the Operating Agreement for Ground Handlers at Tampa International Airport with LGSTX 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**

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<b>Subject</b>	<b>1. Policies or Rules for Consideration or Action</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

## **I. COMMITTEE REPORTS**

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<b>Subject</b>	<b>1. Committee Reports</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

## **J. UNFINISHED BUSINESS**

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<b>Subject</b>	<b>1. Contract for Design Professional Services, Taxiway A and MRO Taxilane Extension, HCAA Project Nos. 8220 18 and 8825 18, AECOM Technical Services, Inc., Tampa International Airport, Resolution No. 2018-06</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

On December 7, 2017, the Board approved negotiations with the number one ranked firm, AECOM Technical Services, Inc., for design professional services pursuant to a Contract for Design Professional Services for North Air Cargo Apron Expansion, Taxiway A and MRO Taxilane Extension. This Contract will provide for the design of the new Taxiway A and the MRO Taxilane Extension at Tampa International Airport. An award for the design of the North Air Cargo Apron Expansion may be brought to the Board at a later date.

### Proposal:

This Contract will commence on February 1, 2018 and will remain in effect until one year after final acceptance of the last constructed project. This Contract provides for design professional services, including construction administration services, direct and reimbursable expenses, and resident inspection services in the not-to-exceed amount of \$7,563,623.00.

A W/MBE goal of at least 6% of the dollar amount earned on the Contract for the design of the New Taxiway A project was prescribed. The proposed W/MBE percentage of 36.2% for the dollar amount earned on design will meet or exceed the W/MBE goal requirements and will be incorporated into the Contract. No W/MBE goal was prescribed for the MRO Taxilane Extension.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2018-06.

### Resolution:

**Resolution No. 2018-06 approves and authorizes execution of the Contract for Design Professional Services for Taxiway A and MRO Taxilane Extension, HCAA Project Nos. 8220 18 and 8825 18 at Tampa International Airport with AECOM Technical Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **K. NEW BUSINESS**

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<b>Subject</b>	<b>1. Selection of Design-Builder, Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit, HCAA Project Nos. 8235 18 &amp; 6535 19, Tampa International Airport</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

The 2012 Master Plan Update studied, modeled and identified airport-wide roadway improvements that are recommended for the Authority to keep pace with forecasted growth and maintain an acceptable level-of-service for its roadway network. Some of the proposed improvements are also necessary to facilitate the Main Terminal Curbside Expansion project.

Included in Phase II of the 2012 Master Plan Update is the Widen and Rehabilitate the George J. Bean Parkway (Parkway) and New Economy Parking Road Exit Project, consisting of parkway and roadway improvements that include the addition of a 2-lane Economy Parking Road Exit, reconfiguration of the existing exit onto the Parkway from the Airport Service Road, widening of the Inbound and Outbound Parkway, widening and realignment of the Parkway around the Main Terminal area, and milling and resurfacing of the Parkway, service roads and roadways entering and exiting the Main Terminal Parking Garages.

### Proposal:

On September 6, 2017, a request for qualifications entitled Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit at Tampa International Airport was issued.

Five responses were received and four responses were evaluated by staff.

Prince Contracting, LLC withdrew from the selection process due to their proposed Program Director unexpectedly ending his employment with the firm.

The order of technical ranking is as follows:

1. Cone & Graham, Inc.
2. Kimmins Contracting Corp
3. Pepper Contracting Services, Inc.
4. Superior Construction Company Southeast, LLC

A W/MBE goal of at least 10% of the dollar amount earned on the contract for the design phase of the Project was prescribed. A W/MBE goal of at least 15% of the dollar amount earned on the contract for construction was prescribed. The percentages proposed by all 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 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.**

## **K. NEW BUSINESS**

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<b>Subject</b>	<b>2. Short-Listing of Respondents, Gateway Development Area Office Building, HCAA Project No. 8226 17, Tampa International Airport</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

Identified in the 2012 Master Plan Update were deficiencies in the curbside capacity at the Main Terminal. Expansion is needed on all curbside levels at the Main Terminal to support the 20 year growth projections. To enable this expansion, the Authority's Administrative Offices Building and other facilities located on the Red and Blue sides of the Main Terminal must be removed.

Included in Phase II of the Master Plan is the Gateway Development Area Office Building project consisting of the construction of an office building and parking garage in the Gateway Development Area. The financing, design and construction will be provided by the selected developer. The Authority will lease approximately 97,000 s.f. of office space from the selected developer. The Authority intends to purchase the office building and parking garage from the selected developer either 3 or 5 years after occupancy.

On October 12, 2017, a request for proposals entitled Gateway Development Area Office Building at Tampa International Airport was issued. The request for proposals specified a two-step process with Step 1 ranking respondents based on qualifications. The three highest ranked respondents in Step 1 will then be short-listed and invited to participate in Step 2 of the request for proposals. Step 2 will require the short-listed respondents to submit detailed proposals for the design and construction of the office building and parking garage.

### Proposal:

Five responses to the request for proposals were received and evaluated by staff for Step 1. The order of technical ranking for the Step 1 short-list is as follows:

1. VanTrust Real Estate, LLC
2. BTV Aviation Development, LLC
3. Lincoln Property Company of Florida, Inc.
4. GPPEJ Florida LLC
5. Foundry Commercial, LLC

Staff recommends the Board establish the short-list of the three highest ranked respondents for invitation to participate in Step 2 of the request for proposals.

A W/MBE goal of at least 10% of the dollar amount earned on the contract for the design and construction of the Project was prescribed. All respondents assured that they will meet the W/MBE goal for design construction.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

The Chief Executive Officer recommends the short-listing of firms as listed above.

**The Board may vote either by motion or by clear indication to short-list firms; no resolution is required.**



## **K. NEW BUSINESS**

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**Subject**                    **3. Selection of Firm and Award of Contract, Grease Drainage System Preventative Maintenance, Property Maintenance Unlimited, Inc. dba GreaseCorp Tampa International Airport, Resolution No. 2018-09**

Meeting                    Feb 1, 2018 - Aviation Authority Regular Board Meeting

Access                    Public

Type                        Action

### Background:

There are 42 grease traps and grease interceptors located at various areas throughout Tampa International Airport. These grease traps and grease interceptors are inspected and pumped in accordance with City of Tampa Grease Ordinance 2006-288. An Invitation to Bid was advertised on December 1, 2017 for Grease Drainage System Preventative Maintenance pumping services.

### Proposal:

On December 27, 2017, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Five Year Bid Amount</u>
Property Maintenance Unlimited, Inc. dba GreaseCorp	\$514,605
*FCS Incorporated	\$571,375
Greenwave Oil Recovery LLC	\$644,859
Averett Septic Tank Co., Inc.	\$752,520
Cliff Berry Inc.	\$1,561,151

\*FCS Incorporated was deemed non-responsive for failing to meet Authority bid submission requirements.

The lowest responsive and responsible bidder is Property Maintenance Unlimited, Inc. dba GreaseCorp (GreaseCorp).

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

The term of the Contract is February 1, 2018 through January 31, 2023 in a total not-to-exceed amount of \$514,605. The Contract includes a provision for GreaseCorp to perform Extra Work beyond the normal required scheduled services. This item authorizes the Chief Executive Officer or designee to approve up to \$100,000 of Extra Work over the term of the Contract.

### Funding:

This item is included in the O&M Budget.

### Recommendation:

Management recommends adoption of Resolution No. 2018-09.

### Resolution:

**Resolution No. 2018-09 approves and authorizes award and execution of the Contract for Grease Drainage System Preventative Maintenance at Tampa International Airport with Property Maintenance Unlimited, Inc. dba GreaseCorp; rejects the bid of FCS Incorporated as non-responsive for failing to meet Authority bid requirements; approves up to \$100,000 of Extra Work over the term of the Contract; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **K. NEW BUSINESS**

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<b>Subject</b>	<b>4. Award of Agreements, Agreement for Operation of Taxicab Services at Tampa International Airport Main Terminal, Gulfcoast Transportation, Inc. and West Coast Transportation Services, Inc. dba Yellow Cab, Tampa International Airport, Resolution Nos. 2018-10 and 2018-11</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

On July 21, 2017, a Request for Information was issued for Operation of Taxicab Services at Tampa International Airport (Airport) and three (3) responses were received. Gulfcoast Transportation, Inc. (United) and West Coast Transportation Services, Inc. dba Yellow Cab met the minimum qualifications and participated in agreement negotiations with Authority staff. Addis Car Service, Inc. did not meet the minimum qualifications of having a minimum of sixty (60) taxicabs licensed and/or permitted to pick up passengers in Hillsborough County.

On June 1, 2017, the Board approved the phased implementation of ground transportation vehicle per-trip fees, which included taxicab companies. The taxicab companies will pay a per-trip fee based on each instance in which a taxicab picks-up one or more customers from the Airport's Main Terminal as recorded by the new Automatic Vehicle Identification (AVI) system currently being installed.

### Proposal:

This item authorizes execution of an Agreement for Operation of Taxicab Services at Tampa International Airport Main Terminal (Agreement) with United and West Coast Transportation Services, Inc. dba Yellow Cab to provide taxicab services from the Airport's Main Terminal for the period of March 1, 2018 through February 28, 2021, with one (1), two (2)-year renewal option at the discretion of the Authority Chief Executive Officer. The Agreement also provides for compliance with any changes arising from the change in oversight of taxicab companies from the Hillsborough County Public Transportation Commission to the Hillsborough County Board of County Commissioners.

The companies will pay the Authority, on a monthly basis, the greater of 1/12 of the \$100,000 Minimum Annual Privilege Fee (MAPF) or the total per-trip fee for that month as reported by each company. The monthly per-trip fee is calculated by multiplying the number of trips made by each company's taxicabs each month by the set per-trip fee of \$3.00 per-trip for the first year of the Agreement, \$4.00 per-trip for the second year of the Agreement, and \$5.00 per-trip for the third and subsequent renewal years of the Agreement. At the end of each Agreement year, the Authority will analyze the MAPF versus the amount of per-trip fees paid during that Agreement year. If the company's cumulative payments during the Agreement year exceed the total annual per-trip fees due to the Authority, the Authority will credit the company the overpayment amount. Beginning with the second year of the Agreement and for each year of the Agreement thereafter, the MAPF will be equal to eighty-five percent (85%) of the fee payable by each company to the Authority for the previous year.

The Agreement also allows the taxicab companies to provide emergency taxicab services as requested by the Authority at an hourly rate of \$40 per taxicab.

Both taxicab companies have agreed to provide ACDBE participation equal to or greater than 10% of the total number of taxicab trips dispatched from the Airport.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2018-10 and 2018-11.

Resolution:

**Resolution No. 2018-10 approves and authorizes award and execution of the Agreement for Operation of Taxicab Services at Tampa International Airport Main Terminal with Gulf Coast Transportation, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**Resolution No. 2018-11 approves and authorizes award and execution of the Agreement for Operation of Taxicab Services at Tampa International Airport Main Terminal with West Coast Transportation Services, Inc. dba Yellow Cab; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **K. NEW BUSINESS**

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<b>Subject</b>	<b>5. Lease and Concession Contract, Cole Enterprises LTD., Inc., Tampa International Airport, Resolution No. 2018-15</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

### Background:

Cole Enterprises, LTD., Inc. (Cole) has operated a Barbershop at Tampa International Airport (Airport) since January 1972. On April 7, 1994, the Authority and Cole formalized the Barbershop operation with the Board's approval of a License Agreement for Operation of Barbershop Concession (Agreement). The original term of the Agreement was for five years, expiring June 30, 1999. The License Agreement was amended six times, extending the term and adding satellite shoe shine kiosks in the Main Terminal. On August 1, 2015, the Barbershop was closed to allow for construction of Phase 1 of the Master Plan in the Main Terminal, but the Main Terminal Shoe Shine kiosk remained open.

Policy P820, Award of Concessions Agreements, allows for negotiation with an existing operator when it is determined by the Chief Executive Officer (CEO) to be in the best interests of the public. Shoe shine services are an amenity which enhances the passenger experience and supports the high level of customer service offered at the Airport. This service was included as an option under three spa services solicitations released in 2014 and 2015. However, none of the responses to those solicitations included shoe shine services. In an effort to keep this passenger service available, the Authority entered into negotiations with Cole.

### Proposal:

This item authorizes execution of the Lease and Concession Contract (Contract) between the Authority and Cole for the period of March 1, 2018 through September 30, 2021, with two, one-year renewal options at the sole discretion of the CEO or designee. The Authority may terminate the Contract with 30 days advance written notice.

Under the terms of the Contract, Cole will pay the Authority Premises Rent starting at \$41 per square foot, with a 2% increase each year. In addition, Cole will pay a Privilege Fee equal to 10% of annual sales over \$60,000.

There was no ACDBE expectancy for this Contract. However, Cole is an ACDBE certified firm.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2018-15.

### Resolution:

**Resolution No. 2018-15 approves and authorizes execution of the Lease and Concession Contract at Tampa International Airport with Cole Enterprises LTD., Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

## **L. PRESENTATIONS**

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<b>Subject</b>	<b>1. Presentations</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

## **M. STAFF REPORTS**

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<b>Subject</b>	<b>1. Staff Reports</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

## **N. ADJOURNMENT**

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<b>Subject</b>	<b>1. Adjournment</b>
Meeting	Feb 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural