



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

Thursday, November 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, November 1, 2018
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

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Amendment No. 2 to Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2018-104
2. Parking License Agreement, Buccaneers Team LLC, Tampa International Airport, Resolution No. 2018-109
3. Contract, PASSUR Radar Network and Landing Fee Management Audit Software, PASSUR Aerospace, Inc., Tampa International Airport, Resolution No. 2018-103
4. Space Rental Agreement (Radio Base Station), Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2018-108

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Award of Design-Build Part 1 Contract, Airside F Roof Replacement, HCAA Project No. 6545 19, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2018-105

K. NEW BUSINESS

1. Selection of Design-Builder, Main Terminal Ticket Level Interior Refurbishment, HCAA Project No. 6475 19, Tampa International Airport
2. Purchase Order, Tampa Electric Company (TECO), Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway, HCAA Project No. 8830 17, Tampa International Airport
3. Master Service Agreement, Oracle America, Inc., Tampa International Airport, Resolution No. 2018-107

L. PRESENTATIONS

1. Presentations

M. STAFF REPORTS

1. Staff Reports

N. ADJOURNMENT

1. Adjournment



**Thursday, November 1, 2018
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 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Nov 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

Subject	1. Approval of the Minutes
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Amendment No. 2 to Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2018-104
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority has been working closely with the Florida Department of Environmental Protection to complete the environmental rehabilitation of Authority-owned sites where certain underground contaminants have been identified. The continuing need for outside counsel is necessary for their special expertise and resources to assist in either closing these sites outright or negotiating site rehabilitation funding opportunities which will result in site closure at a reduced cost to the Authority.

General Counsel has approved a Contract for Special Legal Services (Contract) with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC for legal services related to environmental law and other related legal matters in a total not-to-exceed amount of \$100,000. The Authority may cancel the Contract with 30 days advance written notice.

An increase in the total not-to-exceed amount of the Contract is required as a result of ongoing projects such as the Drew Park Voluntary Cleanup Agreement close-out, rent-a-car tank closure, SkyCenter-area Avis closure, and miscellaneous sites that involve state funding eligibility.

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:

This Amendment No. 2 authorizes an increase of \$150,000 to the Contract for a new total not-to-exceed Contract amount of \$250,000. Baker, Donelson, Bearman, Caldwell, & Berkowitz, PC will continue to represent the Authority with regard to ongoing legal matters related to environmental law.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2018-104.

Resolution:

Resolution No. 2018-104 approves and authorizes execution of Amendment No. 2 to the Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Parking License Agreement, Buccaneers Team LLC, Tampa International Airport, Resolution No. 2018-109
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Buccaneers Team LLC (Bucs) have requested authorization for use of the property to the east of Tampa International Airport and west of Dale Mabry Highway, also known as Lots 11, 12, and 13 (Property), for parking during NFL events held at Raymond James Stadium.

Proposal:

The term of the Parking License Agreement (Agreement) will be January 1, 2019 through February 28, 2024 with one, five-year renewal option. Except for periods when the Bucs have the right to use the Property under the Agreement, the Authority is free to use the Property for its own purposes or to make the Property available to any third party. The Agreement may be terminated by either party with appropriate notice. As consideration for the use of the Property, the Bucs agree to pay to the Authority during the initial and renewal term, payable annually, in arrears, within thirty (30) days after the end of the applicable NFL season, but no later than March 1, a fee equal to the greater of the Price Per Parking Space (PPPS) for each parking space rented during the NFL season, or a minimum guarantee of \$60,000.00. The starting PPPS is the 2018 rate of \$4.51. There will be annual CPI increases to the PPPS throughout the term of the Agreement. The Bucs have provided required insurance and have agreed to indemnify the Authority for their use of the Property.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2018-109.

Resolution:

Resolution No. 2018-109 approves and authorizes execution of the Parking License Agreement at Tampa International Airport with the Buccaneers Team LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	3. Contract, PASSUR Radar Network and Landing Fee Management Audit Software, PASSUR Aerospace, Inc., Tampa International Airport, Resolution No. 2018-103
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

PASSUR Aerospace, Inc. provides flight-tracking data to airports and airlines around the world. The PASSUR Radar Network tracks all landings and takeoffs at Tampa International Airport and provides the Authority with various types of data such as aircraft landed weight information, runway use, and gate use for each flight operation. The Authority currently uses the PASSUR Landing Fee Management Audit Software as the primary data source and audit tool for ensuring the accuracy of self-reported monthly activity and landing fee reports submitted to the Authority by the airlines. The Authority currently collects more than \$17.5 million per year in landing fee revenue from the airlines.

On January 12, 2012, a Radar Network Agreement (Agreement) was executed with PASSUR Aerospace, Inc. for Landing Fee Management Audit Software in a five year not-to-exceed amount of \$430,000. The Agreement term was January 9, 2012 through January 8, 2017 with two, one-year renewal options. On November 3, 2016, the Authority exercised the two, one-year renewal options for a final expiration date of January 8, 2019.

On August 10, 2018, a Notice of Intent to Sole Source with PASSUR Aerospace, Inc. for PASSUR Radar Network and Landing Fee Management Audit Software was publically advertised. No responses were received. The PASSUR Radar Network and Landing Fee Management Audit Software is proprietary and can only be provided by PASSUR Aerospace, Inc.

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

Proposal:

This item authorizes execution of the PASSUR Radar Network and Landing Fee Management Audit Software Contract (Contract) with PASSUR Aerospace, Inc. for the use of PASSUR Radar Network and Landing Fee Management Audit Software at Tampa International Airport. The term of the Contract is for the period of January 1, 2019 through December 31, 2023 with two discrete, one-year renewal options at the discretion of the Authority Chief Executive Officer for a total not-to-exceed amount of \$359,000, including renewal options. Either party may terminate the Contract by giving thirty days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2018-103.

Resolution:

Resolution No. 2018-103 approves and authorizes execution of the PASSUR Radar Network and Landing Fee Management Audit Software Contract with PASSUR Aerospace, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	4. Space Rental Agreement (Radio Base Station), Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2018-108
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Global Aviation Services USA, Inc. (Global USA) operates at Tampa International Airport under an Operating Agreement for Ground Handlers (Full Service). In support of those operations, Global USA desires to lease space in the Yeager Elevator Penthouse of the Main Terminal at Tampa International Airport for a radio base station unit and associated antenna (Radio Base Station).

Proposal:

This item authorizes the lease of common use space in the Yeager Elevator Penthouse of the Main Terminal at Tampa International Airport to Global USA for the purpose of installing, maintaining and operating one Radio Base Station and associated antennae. The term of the Agreement commences October 1, 2018 and expires September 30, 2020, concurrently with all other similar agreements. The Agreement is contingent upon Global USA maintaining its Operating Agreement. The Agreement may be terminated without cause by either party upon 30 days' written notice. The annual rent is \$1,200.00, payable in monthly installments of \$100.00, plus sales tax.

Funding:

N/A

Resolution:

Resolution No. 2018-108 approves and authorizes execution of the Space Rental Agreement (Radio Base Station) at Tampa International Airport with Global Aviation Services USA, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Policies or Rules for Consideration or Action
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

I. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

J. UNFINISHED BUSINESS

Subject	1. Award of Design-Build Part 1 Contract, Airside F Roof Replacement, HCAA Project No. 6545 19, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2018-105
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The purpose of this Project is to replace the original roof, gutters and drainage systems at Airside F. The original Airside F Terminal Building was constructed in 1987. This Project will include complete survey conditions assessment and analysis of the existing drainage system, structural survey and analysis of the existing building roof, new standing seam metal roof system, new low sloped membrane roofing system, new gutters, fascia and drain lines, and new or refurbished sloped glazing and curtain wall at jet bridge access corridors.

On April 26, 2018, a request for qualifications entitled Airside F Roof Replacement at Tampa International Airport was issued.

On September 6, 2018, the Board approved negotiations with the number one ranked firm, HCBeck, Ltd. d/b/a The Beck Group.

Proposal:

This item authorizes execution of the Part 1 Contract for Design-Build Services with HCBeck, Ltd. d/b/a The Beck Group for design of the Project in the not-to-exceed amount of \$1,873,942 for basic services and reimbursable expenses.

This Part 1 Contract for Design-Build Services will commence on November 1, 2018 and substantial completion of the Project is anticipated on August 3, 2020.

A W/MBE goal of at least 10.8% of the dollar amount earned on the Part 1 Contract for Design-Build Services for the design phase of the Project was prescribed. The Part 1 Contract for Design-Build Services will incorporate a W/MBE participation of at least 14.9% of the dollar amount earned on the design phase of the Project.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2018-105.

Resolution:

Resolution No. 2018-105 authorizes execution of the Part 1 Contract for Design-Build Services, Airside F Roof Replacement, HCAA Project No. 6545 19 at Tampa International Airport with HCBeck, Ltd. d/b/a The Beck Group; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	1. Selection of Design-Builder, Main Terminal Ticket Level Interior Refurbishment, HCAA Project No. 6475 19, Tampa International Airport
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project will replace or refurbish select interior areas of the Main Terminal Ticket Level as follows:

- Replace ten foot high ceilings and associated ceiling mounted systems at all locations
- Replace carpet in front of ticket counters at all locations
- Refurbish ticket counter back walls

This Project may also include replacing or refurbishing additional items as determined during the design development phase.

Proposal:

On July 3, 2018, a request for qualifications entitled Main Terminal Ticket Level Interior Refurbishment at Tampa International Airport was issued.

Six responses were received and four were evaluated by staff. The responses received from Lema Construction & Developers, Inc. and R.L. Burns, Inc. were deemed non-responsive for failure to meet the minimum qualifications and were not evaluated.

The order of technical ranking is as follows:

1. DPR Construction, A General Partnership
2. The Whiting-Turner Contracting Company
3. Manhattan Construction (Florida), Inc.
4. Hunt Construction Group, Inc.

A W/MBE goal of at least 12% of the dollar amount earned on the contract for the design phase of the Project was prescribed. A W/MBE goal of at least 14% of the dollar amount earned on the contract for construction was prescribed. The percentages proposed by all qualified 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 qualified 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 and to reject the responses received from Lema Construction & Developers, Inc. and R.L. Burns, Inc.; no resolution is required.

K. NEW BUSINESS

Subject	2. Purchase Order, Tampa Electric Company (TECO), Demolition of Red Side Rental Car Garage and Airside D Shuttle Guideway, HCAA Project No. 8830 17, Tampa International Airport
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

As part of the Demolition of Red Side Rental Car Garage (Garage) and Airside D Shuttle Guideway Project, as well as to provide an overall upgrade to the service for the Tampa International Airport (Airport) Main Terminal and Airsides, it is necessary to replace, update and add to the Tampa Electric Company (TECO) electrical infrastructure. TECO has completed preliminary inspections of Airport manholes and existing electrical infrastructure potentially impacted by the Project.

This work includes TECO's removal and replacement of an estimated 12,000 ft. of cable and installation of new vacuum switches to help protect connections during demolition of the Garage.

Proposal:

Authorize a purchase order for an amount not-to-exceed \$650,000 to replace, update and add to the TECO electrical infrastructure.

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 TECO, 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.

K. NEW BUSINESS

Subject	3. Master Service Agreement, Oracle America, Inc., Tampa International Airport, Resolution No. 2018-107
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

In 1998, the Authority implemented an Oracle Enterprise Resource Planning (ERP) software system, including software licenses, software maintenance, and support services. The ERP software system automates the Authority's finance function, project accounting, purchasing, inventory, human resources, payroll, budgeting and advanced business reporting.

On October 3, 2018, a Notice of Intent to Sole Source a Master Service Agreement with Oracle America, Inc. for the purchase of software, support, and services was advertised. Oracle America, Inc. allows authorized partners to resell Oracle software licenses and support services; however, Oracle America, Inc. does not allow implementation partners or resellers to quote and process renewal orders that were originally purchased through Oracle America, Inc.

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 Master Service Agreement for software, support, and services with Oracle America, Inc. for the period of November 1, 2018 through October 31, 2023 for a total not-to-exceed amount of \$7,700,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2018-107.

Resolution:

Resolution No. 2018-107 approves and authorizes execution of the Master Service Agreement at Tampa International Airport with Oracle America, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. PRESENTATIONS

Subject	1. Presentations
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

M. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

N. ADJOURNMENT

Subject	1. Adjournment
Meeting	Nov 1, 2018 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural