

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
December 2, 2021

A Regular Board Meeting was convened in the Boardroom, Main Terminal Building, Level 3 at Tampa International Airport, Tampa, Florida, on Thursday, December 2, 2021.

Members present were: Gary Harrod, Robert I. Watkins, General Diehl and Commissioner Stacy White. Mayor Castor was not in attendance.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Scott Knight, Adam Bouchard, Violet Cummins, Gina Evans, Michael Kamprath, Brian Miles, Elita McMillon, Laurie Noyes, Marcus Session, Jeff Siddle, Laura Tatem, James Tarro, Tom Thalheimer, Barbara Grilli, Dan Johnson, Randy Forister, Matt Bauer, Rich Coudurier, Emily Nipps, Chief Charlie Vazquez, Kate Webb, Tom Olsen, Joel Feldman, Marilyn Gauthier, Mario Hears, Janet Wood, Tony Conza, John Mallory, Ashley Iccarino, Jon Vaden, Kelly Figley and Kevin Durkin.

Chairman Gary Harrod welcomed everyone to the December 2, 2021 Regular Board Meeting of the Aviation Authority and announced that Mayor Castor would not be in attendance.

General Counsel Stephens announced that pursuant to TSA Security Directive 1542-21-01, which went into effect on February 1, 2021, all participants within the Main Terminal are required to wear masks at all times during the meeting.

The Pledge of Allegiance was recited.

Chairman Harrod called the Regular Board Meeting to Order and stated that if anyone wanted to comment or bring propositions before the Board they needed to see Violet Cummins for a form.

Mr. Lopano then stated that at the November Board Meeting Assistant General Counsel Knight had advised of the possibility of holding an Attorney-Client Closed Session at this meeting but there is no need to hold the Closed Session at this time. Also, Item K7 will be removed from the Board Agenda and brought back at a later date.

Chairman Harrod then asked for a Motion to Approve the Agenda.

Upon motion of Commissioner White, seconded by Robert Watkins, the Agenda was unanimously approved by all Board members present.

Chairman Harrod asked if there were any abstentions from the Regular Board Meeting held on November 4, 2021 that needed to be read into the record.

General Counsel Stephens replied that there were no abstentions from the November 4, 2021 Board Meeting and none were anticipated at this meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on November 4, 2021.

Upon motion of Robert Watkins, seconded by General Diehl, the Minutes of the Regular Board Meeting held on November 4, 2021 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Chris Minner provided the Performance Assessment Report.

Mr. Minner began his report with total passenger traffic. In the month of October there were a little more than 1.5 million people served which was down 11.3% from pre-pandemic traffic levels. International traffic continues to still be significantly down. The load factor for the month of October was at 82% which is a 12 point increase from 2020.

Mr. Minner next reported on market resilience within the region.

Mr. Minner then turned to current events. He reported that General Counsel Stephens briefed the House Committee on Transportation and Infrastructure. This is his second time briefing Congress about the topic of cybersecurity and the impacts for critical infrastructure.

The launch of new airline Avelo has gotten off to a good start with positive reviews from the passengers. British Airways has resumed their flights from Europe with the first several flights sold out.

The Authority won the Airports Council International's Peggy Hereford Award for brand identity for the TPA to Go Program. This award recognizes the very best in the marketing and communications industry and it is the highest honor an Airport can earn for marketing, communication and customer experience excellence.

The Book, Park, Save advertising campaign launched this year is now contributing more than \$100,000 a week for people that are booking their parking online.

Social media added more than 1,600 new followers to the nearly 25,000,000 people following across all of the social media channels. This past summer Mike Rowe brought his crew to TPA for nine days

of onsite filming. This was a behind the scenes look at the jobs that people do at the Airport. The show can be seen on the Fox Business Channel.

NBC's Today Show had 2 continuous days of coverage at TPA with Joe Lopano and Chief Charlie Vazquez talking with national aviation correspondent Tom Costello about how prepared the Airport is to meet the needs of record Thanksgiving traffic.

The number of impressions that were generated over the course of the last fiscal year had the potential reach of 1.1 billion people which is \$173 million in earned media value.

John Tiliacos was next with an overview of the Thanksgiving Holiday operation which ran from November 18 to 29. The entire team at TPA ran a safe and smooth operation. During peak days passengers between the Main Terminal and Airsides A&E needed to be monitored due to a lack of queuing space at these two checkpoints. There is a plan to expand these checkpoints that Jeff Siddle will present to the Board later in the meeting.

Over the 11 day holiday period there were more than 800,000 passengers. On November 27th, which was the busiest day, there were more than 81,000 arriving and departing passengers. The Airport handled more than 5,400 commercial flight operations, and the parking facilities hit record capacity, with nearly 23,000 vehicles parked across our three parking locations on Friday, November 26. Parking was 99% full.

Average wait time for TSA PreCheck was less than two minutes. 98% of our passengers waited less than 14 minutes to clear security, and 100% of our passengers waited less than 20 minutes.

Mr. Kirk Skinner, the Federal Security Director, was recognized for a job well done.

Mr. Tiliacos next gave an update on the noise exposure map study for Tampa International Airport.

The FAA has established a 65 DNL as the threshold above which aircraft noise is considered to be incompatible with residential areas. DNL is an acronym for day night average sound level and represents a total accumulation of all sound energy spread over a 24 period. The findings of the study show no new areas of non-compatible land as a result of the shrinkage of the 65 DNL that is the result of newer, quieter aircraft that have entered the airline fleets over that past 2 decades.

Damian Brooke was next and provided the Board with an update on the bond transactions planned for 2022.

Several weeks ago, there was some preliminary work done for the Spring 2022 bond transactions. With updated funding information and updated cost estimates, some additional opportunities were identified.

The Authority is planning on accelerating the date of the first proposed bond deal from mid-March to the third week of February to lessen the risk of increased interest rates. The amount of new senior lien debt that the Authority will be issuing in 2022 was lowered due to the inclusion of the new federal infrastructure funds into the capital funding plan. The Authority is expected to receive approximately \$116 million over five years from the \$15 billion in airport specific, funding contained within the infrastructure bill and is planning on utilizing the first \$46 million to partially fund the East Side Cargo Development and Baggage Claim Ceiling Projects.

This update also increases the amount of existing Authority debt which will be refunded and reissued during FY 2022 to take advantage of the lower interest rate environment.

In addition to refunding the Series 2013 A Subordinate Lien Bonds, as was originally planned, Authority Staff, Bank of America Securities and Frasca are all in agreement that it makes sense to refund the Series 2015 A and 2015 B Subordinate Lien Bonds, as part of the Spring 2022 transactions. It is anticipated that there will be savings of approximately \$45 million from these refunding transactions.

Based on guidance from both the lead underwriter and disclosure counsel, the Authority is now planning on issuing an EMMA notice sometime later this month. An EMMA notice is a public notice placed on the Electronic Municipal Market Access website hosted by the Municipal Securities Rulemaking Board. The EMMA notice is a public notice which informs the investor community about the upcoming bond transactions, including relevant items such as dates, amounts and structure. The EMMA notice, which does not obligate the Authority at all, also allows the Authority's underwriter pool to legally begin discussing the planned transactions with individual investors. These transactions will be brought to the Board for formal approval in February 2022.

Mr. Brooke asked Matt Bauer to present the next item.

Matt Bauer, Vice President of Procurement, reported that the Authority's Procurement Department has been awarded the NIGP Pareto Award. This designation represents the highest form of recognition that can be received by an agency for public procurement and outstanding efforts.

This concluded Mr. Lopano's Management Report.

Chairman Harrod then asked for a motion to approve the Consent Agenda.

Upon motion of Robert Watkins, seconded by Commissioner White, the Consent Agenda was unanimously approved by all Board Members present.

The following item was contained in the Consent Agenda.

Item G1

Authority Meeting Dates for Calendar Year 2022.

As required by State Law, it is necessary for the Authority to adopt a meeting schedule for the upcoming year.

The following schedule is proposed for calendar year 2022:

Time: 9:00 a.m.

Location: Boardroom, HCAA Offices

Dates: Thursday, February 3
Thursday, March 3
Tuesday, April 5
Thursday, May 5
Thursday, June 2
Thursday, August 11
Thursday, September 1
Thursday, October 6
Thursday, November 3
Thursday, December 1

The Chief Executive Officer recommended approval of the proposed Authority meeting dates for calendar year 2022.

The Board acted on this by motion; no resolution was required.

With no Policies or Rules for Consideration or Action or Committee Reports, Chairman Harrod proceeded to Unfinished Business.

The following items were contained in Unfinished Business.

Item J1

Selection of Artist and Award of Contract, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution No. 2021-176, presented by Chris Minner.

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 Phase 2 construction program, nine locations throughout Tampa International Airport's (Airport) facilities were identified to accommodate public art. On June 10, 2019, a Call for Artists was issued for Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides, and Main Terminal. Seven Hundred Thirty Four (734) 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 October 3, 2019 Board meeting.

Artist presentations were held in January 2020. The Public Art Committee evaluated Artist proposals and made final recommendations for the nine public art locations on January 17, 2020.

On March 5, 2020, the Board awarded Artist Services Contracts for the locations Main Terminal Transfer 1 Helix, Main Terminal Transfer 2 Central Area, Blue Vertical Circulation West Wall, Blue Vertical Circulation East Wall, Red Vertical Circulation East Wall, SkyCenter Atrium, and SkyCenter Atrium Third and Fourth Floor.

On October 1, 2020, the Board awarded an Artist Services Contract for the location Main Terminal Transfer 3 Airside D Entry Zone.

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

Location	Artist	Amount
Red Vertical Circulation West Wall	Rangda Productions Inc. (Artist Janaina Tschape)	\$304,000.00

No specific expectancy for W/MBE participation was established.

This item is included in the Capital Budget.

The Public Art Committee recommended adoption of Resolution No. 2021-176.

Upon motion of Robert Watkins, seconded by General Diehl, Artist Services Contract at Tampa International Airport with Rangda Productions Inc. in the amount of \$304,000.00 was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-176.

Item J2

Part 2 Supplemental Contract D for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18, 8310 19 and

8425 22, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2021-175, presented by Jeff Siddle.

The Main Terminal Curbside Expansion, New Energy Plant and Related Work Program (Program) is a Phase 2 Master Plan Project. This Program includes expansion of the curbsides incorporating new elevated and at-grade lanes and vertical circulation buildings for both the Blue and Red curbsides, renovations to portions of the Main Terminal transfer level and Authority offices, construction of a new Central Utility Plant, concessions loading dock, and FAA parking lot, and demolition of the Administration Building.

The following were previously approved by the Board and the CEO:

Part 1 Contract and two Amendments: \$30,094,185.00

Board approval amounts: \$29,294,185.00

CEO approval amounts: \$800,000.00

Part 2 Contract, 3 Supplemental Contracts and 10 Change Orders: \$154,961,310.19

Board approval amounts: \$181,048,315.00

CEO approval amounts: (\$26,087,004.81)

This Part 2 Supplemental Contract D for Design-Build Services provides for construction of the following:

- Demolition of the Administration Building
- Salvage of the FF&E with reimbursement to the Authority
- Temporary bracing and column strengthening of the Short Term Parking Garage columns
- Site Logistics to support the beginning of the Red Side Curb Expansion Project
- Permanent and temporary Concessions support spaces
- General Conditions through the duration of the Red Side Curb Expansion Project

The maximum purchase authorization for this Part 2 Supplemental Contract D for Design-Build Services will be \$30,839,048.00, bringing the total combined Program Contract amount to date to \$215,894,543.19.

This Part 2 Supplemental Contract D for Design-Build Services will incorporate a W/MBE participation of at least 14.2% for design and 8.4% for construction.

The existing Part 2 Contract, Part 2 Supplemental Contract A, Part 2 Supplemental Contract B, Part 2 Supplemental Contract C, and Change Order Nos. 1ODP, 2, 3ODP, 4, 5ODP, 6, 7, 8ODP, 9 and 10 are incorporated by reference herein to the extent not modified by this Part 2 Supplemental Contract D, remain in full force and effect, and are hereby ratified and confirmed.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase Program with respect to construction materials and supplies, if appropriate.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2021-175.

Upon motion of Robert Watkins, seconded by General Diehl, Part 2 Supplemental Contract D for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18, 8310 19 and 8425 22 at Tampa International Airport with Hensel Phelps Construction Co. was unanimously approved by all Board Members present; existing Part 2 Contract, Part 2 Supplemental Contract A, Part 2 Supplemental Contract B, Part 2 Supplemental Contract C, and Change Order Nos. 1ODP, 2, 3ODP, 4, 5ODP, 6, 7, 8ODP, 9 and 10 were ratified; staff was authorized to use Owner's Direct Purchase Program, if appropriate; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-175.

Item J3

Amendment No. 3 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Corgan Associates, Inc., Tampa International Airport, Resolution No. 2021-177, presented by Jeff Siddle.

On February 21, 2014, the Authority issued a Request for Qualifications for the competitive procurement of a Design-Builder for HCAA Project No. 5991 14, Checked Baggage System Upgrades and Optimization. This Project includes all necessary design and facility modifications required for the reconstruction and optimization of the Checked Baggage System at Tampa International Airport. On September 4, 2014, Skanska USA Building, Inc. was awarded a Part 1 Design-Build Contract for the design of the Project. Corgan Associates, Inc. provided architectural and engineering services for the Part 1 Design-Build Contract and is the designer of record. At the completion of the 100% design, the Authority elected not to proceed with a Part 2 Design-Build Contract with Skanska USA Building, Inc. for the construction of the Project. It was the Authority's desire to revise the delivery method for the Project by proceeding with the construction through a competitively procured Invitation to Bid.

On March 31, 2017, the Authority advertised a Notice of Intent to Negotiate and Award a Design Professional Contract with the competitively selected designer of record, Corgan Associates, Inc., for design professional services during the Invitation to Bid process and construction administration services during construction. No responses were received to the Notice of Intent. Pursuant to the Notice of Intent, negotiations began on April 13, 2017.

On June 1, 2017, the Authority awarded a Contract for Design Professional Services to Corgan Associates, Inc. for design professional services in the maximum purchase authorization amount of

\$3,371,593.00. A DBE goal of 10.9% of the amount earned was incorporated into the Contract for Design Professional Services.

On October 5, 2017, the Chief Executive Officer executed Amendment No. 1 to the Contract for Design Professional Services in the amount of \$166,369.00. The DBE goal was revised to 10.8% of the amount earned under the Contract for Design Professional Services.

On April 5, 2018, the Authority awarded a Construction Contract to Hensel Phelps for construction of the Project in the amount of \$36,994,000.00.

On October 1, 2020, the Authority executed Amendment No. 2 to the Contract for Design Professional Services in the amount of \$1,537,000.00. The DBE goal was revised to 8.1% of the amount earned under the Contract for Design Professional Services.

Due to the additional time required for Hensel Phelps to construct the Project, the construction administration services being provided by Corgan Associates, Inc. under the Contract for Design Professional Services will be required for a longer duration.

This Amendment No. 3 to the Contract for Design Professional Services provides for design professional services, including construction administration services and direct and reimbursable expenses, in the maximum purchase authorization amount of \$1,419,075.00.

A DBE goal of 7.3% of the amount earned will be incorporated into the Contract for Design Professional Services.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2021-177.

Upon motion of Robert Watkins, seconded by General Diehl, Amendment No. 3 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14 at Tampa International Airport with Corgan Associates, Inc. was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-177.

This concluded Unfinished Business, Chairman Harrod proceeded to New Business.

The following items were contained in New Business.

Item K1

Selection of Design-Builder, Airsides A and E Security Screening Checkpoint Expansion, HCAA Project No. 8435 22, Suffolk Construction Company, Inc., Tampa International Airport, presented by Jeff Siddle.

This Project will expand the security screening checkpoint areas at Airsides A and E to enhance circulation, queuing and throughput, while also improving customer service.

On August 5, 2021, a Request for Qualifications entitled Airsides A and E Security Screening Checkpoint Expansion at Tampa International Airport was posted.

Nine (9) responses were received and eight (8) responses were evaluated by staff.

The order of technical ranking is as follows:

1. Suffolk Construction Company
2. HCBeck, LTD
3. Hensel Phelps Construction
4. Austin Commercial, LP
5. J.E. Dunn Construction Company
6. Archer Western Construction, LLC
6. Manhattan Construction Company
8. Turner Construction Company

DPR Construction, A General Partnership was deemed non-responsive for failing to meet the prescribed W/MBE goal.

A W/MBE goal of at least 11.7% of the dollar amount earned on the Contract for the design phase of the Project was prescribed. A W/MBE goal of at least 10% of the dollar amount earned on the Contract for the construction phase of the Project 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.

This item is included in the Capital Budget.

The Chief Executive Officer recommended ranking the order of firms as listed above.

Upon motion of Robert Watkins, seconded by Commissioner White, the firms ranked in order of preference were unanimously approved by all Board Members present and staff was authorized to negotiate a contract. No resolution was required.

Item K2

Lease and Concession Contract for On-Airport Vehicle Rental, All Car Leasing, Inc., Tampa International Airport, Resolution No. 2021-180, presented by Laurie Noyes.

On June 4, 2015, the Board approved Lease and Concession Contracts for On-Airport Vehicle Rental Concession (Contract) for the new Rental Car Center (RCC) that was under construction. The RCC opened to the public fully leased on February 14, 2018. The RCC is situated on 55 acres south of the Main Terminal and consists of four (4) levels totaling 2.5 million square feet, accommodating 4,400 vehicle spaces with a multi-level Quick Turn-around Area (QTA) with adjoining four (4) at-grade vehicle service centers accommodating overflow parking and other rental car support services.

In May 2020, E-Z Rent A Car, Inc. filed for bankruptcy and subsequently ceased operating. This left a vacancy in the RCC.

An Invitation to Bid was posted on September 15, 2021.

On October 27, 2021, two (2) bids were publicly opened and read aloud as follows:

Company Name	Bid Amount
All Car Leasing, Inc.	\$658,000
ER Travel, LLC d/b/a Easirent	\$650,001

Respondents bid the first year Minimum Annual Percentage Fee (MAPF) as their Bid Amount. All Car Leasing, Inc. had the highest bid.

All Car Leasing, Inc. will operate the brand Nextcar at the RCC. The Term of the Contract will commence upon Board approval and is co-terminus with the Customer Facility Charge (CFC)-backed bonds, expiring September 3, 2045. Incorporated into the Contract is an ACDBE goal of 2.2% of the total expenditure on goods and services at Tampa International Airport. The Contract provides for the payment of a Privilege Fee which is the greater of ten percent (10%) of Gross Receipts or the MAPF. Additionally, the Contract provides for the payment of a proportionate share of ground rent for the footprint of the RCC and adjoining service center, which is \$1.16 per square foot, as well as payment of the CFC for each transaction day.

Management recommended adoption of Resolution No. 2021-180.

Upon motion of Robert Watkins, seconded by Commissioner White, Lease and Concession Contract for On-Airport Vehicle Rental at Tampa International Airport with All Car Leasing, Inc. was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-180.

Item K3

Selection of Company and Award of Agreement, Concessions Mystery Shopper Program, Elite CX Solutions, LLC dba Elite CXS, Tampa International Airport, Resolution No. 2021-181, presented by Laurie Noyes.

The Authority is interested in obtaining mystery shopper services which would allow the Authority and Airport concessionaires to:

- Understand current conditions;
- Identify service improvement priorities to guide resource allocation decisions;
- Understand the impact of service quality initiatives and investments;
- Reward excellence in customer service; and
- Pinpoint areas for improvement.

The Airport Concessions program consists of 70 locations: 33 food and beverage and 37 retail, duty-free and passenger services concessions. These locations are run by Airport concessionaires under 12 different Contracts.

On August 20, 2021, a Request for Proposals (RFP) was issued for Concessions Mystery Shopper Program. The scope of work includes developing evaluation forms, recruiting and training of shoppers, scheduling of shoppers and shops, creating a program guide for Airport concessionaires, and submitting reports on the results and findings.

On September 24, 2021, three (3) responses to the RFP were received. Responses from the following companies met the minimum qualification requirements and were evaluated by staff:

1. Elite CX Solutions, LLC dba Elite CXS
2. Customer Service Experts, Inc. dba CXE, Inc.
3. A Customer's Point of View, Inc.

This item authorizes the execution of a Concessions Mystery Shopper Program Contract (Contract) with Elite CX Solutions, LLC dba Elite CXS for the period of December 2, 2021 through December 1, 2024, with one, two-year renewal option at the sole discretion of the Chief Executive Officer. The maximum purchase authorization for the Contract, including the renewal option, is \$521,532.00. The Authority may terminate the Contract with or without cause by providing thirty (30) days' written notice.

No specific W/MBE expectancy was established due to the nature of the work.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2021-181.

Upon motion of Robert Watkins, seconded by General Diehl, Concessions Mystery Shopper Program Contract at Tampa International Airport with Elite CX Solutions, LLC dba Elite CXS was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-181.

Item K4

Selection of Concessionaire and Award of Contract, Luggage Cart Rental Services, Smarte Carte, Inc., Tampa International Airport, Resolution No. 2021-182, presented by Laurie Noyes.

On January 10, 2013, the Board awarded Bagport America, LLC a Contract for Luggage Cart Services to include ownership, operation, and maintenance of luggage carts and management of all related services including money collection from luggage cart stations and restocking of luggage cart stations throughout Tampa International Airport (Airport). On June 23, 2016, the Contract was amended to reflect a merger between Bagport America, LLC and Smarte Carte, Inc. that occurred on April 7, 2016. The current Contract is effective through January 31, 2022.

On August 10, 2021, a Request for Proposals was issued for Luggage Cart Rental Services at Tampa International Airport. The scope of work includes providing high-quality luggage carts to passengers throughout the Airport for a fee and complementary luggage carts for deplaning international passengers.

On September 9, 2021, one response to the Request for Proposals was received from Smarte Carte, Inc. The response from Smarte Carte, Inc. met the minimum qualification requirements and was evaluated by staff.

This item authorizes execution of a Lease and Concession Contract for Luggage Cart Rental Services (Contract) with Smarte Carte, Inc. for the period of February 1, 2022 through January 31, 2025, with two discrete, one-year (1) renewal options at the discretion of the Chief Executive Officer.

Under the terms of the Contract, Smarte Carte, Inc. will pay premises rent, office space rent, and a Privilege Fee equal to the greater of the Minimal Annual Privilege Fee (MAPF) or the Percentage Fee of annual Gross Receipts.

Contract Year	MAPF	Percentage Fee
1	\$150,000	28%
2	\$150,000	28%
3	\$150,000	28%

Renewal Option Year	MAPF	Percentage Fee
4	\$150,000	28%
5	\$150,000	28%

As part of the awarded Contract, Smarte Carte, Inc. will provide luggage carts for use by passengers arriving at Airside F through the Federal Inspection Services (FIS) area. The cost of the FIS cart rentals will be complimentary to deplaning international passengers. This Annual Management Fee paid by the Authority will be calculated based on the preceding fiscal year's deplaned international passengers as follows:

	PAX 0-300,000	PAX 300,001- 600,000	PAX 600,000+
Flat Fee	\$40,000	\$67,000	\$80,000

The Authority may terminate the Contract with or without cause by providing thirty (30) days written notice.

No specific expectancy for ACDBE participation was established for this Contract; however, Smarte Carte, Inc. proposed participation equal to or greater than eleven percent (11%) which will be incorporated into this Contract.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2021-182.

Upon motion of Robert Watkins, seconded by General Diehl, Lease and Concession Contract for Luggage Cart Rental Services at Tampa International Airport with Smarte Carte, Inc. was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-182.

Item K5

Contract, IER CUSS Kiosks Operating Software Maintenance and Support, IER Inc., Tampa International Airport, Resolution No. 2021-183, presented by Marcus Session.

In January 2015, the Board approved a Contract with Air-Transport IT Services, Inc. for the Common/Shared Use Passenger Processing Systems (C/SUPPS) that included introduction of C/SUPPS passenger check-in kiosks. Tampa International Airport (Airport) currently operates twenty-one (21)

kiosks that enable passengers to print boarding passes at the Airport. The operating software of the kiosks is maintained and supported by IER Inc. under a Procurement Services request approved by the Vice President of Procurement for a term ending February 28, 2022.

An Invitation to Bid for IER CUSS Kiosks Operating Software Maintenance and Support was issued on September 9, 2021. On October 22, 2021, bids were publicly opened and one response was received. In accordance with Policy P410, Procurement may directly negotiate to obtain the best value possible for the Authority when only one response is received.

This item authorizes execution of the Contract for IER CUSS Kiosks Operating Software Maintenance and Support (Contract) with IER Inc. for a maximum purchase authorization of \$750,000.00 over the Term of this Contract, which amount includes negotiated maintenance and support for the existing twenty-one (21) kiosks for \$269,157.00 plus \$480,843.00 for additional work to include future upgrades to the operating software and future purchases of additional passenger utilized kiosks at the Airport. Information Technology Services anticipates acquiring additional kiosks during the upcoming years of the Contract based on future projects being implemented at the Airport. The Term of this Contract is March 1, 2022 through September 30, 2026, with three (3) discrete one-year renewal options at the discretion of the Authority's Chief Executive Officer. The Authority's Vice President of Information Technology Services or designee may authorize additional work or adjust the quantity of kiosks to be maintained and supported at the negotiated price without formal amendment to this Contract. The Authority may cancel this Contract without cause at any time upon 90 days written notice.

There is no W/MBE expectancy for the Contract due to the nature of the work.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2021-183.

Upon motion of Robert Watkins, seconded by General Diehl, Contract for IER CUSS Kiosks Operating Software Maintenance and Support at Tampa International Airport with IER Inc. was unanimously approved by all Board Members present; the Authority's Vice President of Information Technology Services or designee was authorized to adjust kiosk quantities at negotiated price without formal amendment to the Contract; the Authority's Vice President of Information Technology Services or designee was authorized to approve up to \$480,843.00 of additional services over the Term of the Contract, including the renewal options; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-183.

Item K6

Purchase Order(s), Mobile Communication Services utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A with AT&T Corporation, DMS-19/20-006B with

T-Mobile USA, Inc., and DMS-19/20-006C with Cellco Partnership d/b/a Verizon Wireless, Tampa International Airport, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Marcus Session.

Historically, the Authority has used AT&T Mobility as the provider for wireless communication services. On March 7, 2019, the Board approved a purchase authorization utilizing the State of Florida Department of Management Services Contract No. DMS-10/11-008A for mobile communication services to support staff and contractors providing services at Tampa International Airport, Peter O. Knight, Tampa Executive and Plant City Airports. The authorization was for the period of March 7, 2019 through January 10, 2022, and included the purchase of datacards, tablets, phones, accessories and FirstNet, a nationwide public safety platform dedicated to first responders.

Recently, the State of Florida Department of Management Services awarded a replacement contract for mobile communication services to the following service providers:

- AT&T Corporation
- T-Mobile USA, Inc.
- Cellco Partnership d/b/a Verizon Wireless

This request provides for the continued purchase of cellular voice and data services and other telecommunications services on an as-needed basis from any of the three awarded providers under the new Department of Management Services contracts. This approach will enable staff to evaluate and compare the different service providers' offerings in order to explore potential cost savings while maintaining uninterrupted services.

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

This item authorizes the issuance of purchase orders to AT&T Corporation, T-Mobile USA, Inc., and Cellco Partnership d/b/a Verizon Wireless utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A, DMS-19/20-006B, and DMS-19/20-006C, respectively, for the period of December 2, 2021 through August 3, 2026, with five, one-year renewal options at the discretion of the Chief Executive Officer, contingent upon approval of similar renewal options exercised by the State of Florida Department of Management Services, in the maximum purchase authorization amount of \$4,000,000.

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

The Chief Executive Officer recommended the Board authorize the issuance of purchase orders to AT&T Corporation, T-Mobile USA, Inc., and Cellco Partnership d/b/a Verizon Wireless utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A, DMS-19/20-006B,

and DMS-19/20-006C, respectively, and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, Purchase Order(s), Mobile Communication Services utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A with AT&T Corporation, DMS-19/20-006B with T-Mobile USA, Inc., and DMS-19/20-006C with Cellco Partnership d/b/a Verizon Wireless was unanimously approved by all Board Members present. No resolution was required.

Item K7

Employment Retention Incentives Program was removed from the agenda at the start of the Board Meeting and will be brought back at a later date.

This concluded New Business and Chairman Harrod proceeded to Staff Reports.

Jeff Siddle began the Staff Report with an update on SkyCenter. Work is being done on the system installation of the AOC which is the nerve center of the Airport. February 25, 2022 will start the process of the relocation of 21 departments to SkyCenter.

The new Boardroom will hold 110 people versus the 85 the current Boardroom accommodates.

The roadwork was not completed by the Thanksgiving Holiday due to weather delays in November as well as multiple breakdowns at the asphalt plant. The work is expected to be completed in the next week.

The Main Terminal Blue Side Curb Expansion opened on November 16th.

Additional testing on the CUP emergency management system is underway. The CUP is currently being turned on manually. The CUP is anticipated to be fully running by mid-December.

Mr. Siddle reported on the \$543.8 million budget. The cost is currently trending higher but the projects are all performing well from a financial and schedule perspective. The Red Side Curb contract will be brought back to the Board in May 2022. At that time it will be determined if the cost will be higher than the current \$543.8 million budget. If that is the case then a budget amendment will also be brought back to the May 2022 Board meeting.

This concluded Staff Reports.

Before adjourning the meeting, General Counsel Stephens requested an Attorney-Client Closed Session be held at the February 2022 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

Chairman Harrod reminded the audience that the dates for the 2022 Board Meetings were approved at this meeting. There will be no January meeting and the next scheduled Board Meeting will take place in February 2022.

With no further business to be brought before the Board, Chairman Harrod adjourned the meeting.



Jane Castor, Secretary



Gary Harrod, Chairman

