



Tampa International Airport

AVIATION AUTHORITY

**REGULAR BOARD MEETING AND
BOARD OF ADJUSTMENT PUBLIC HEARING**

**Thursday, June 6, 2024
9:00 A.M.**

**Boardroom
Level 4 at SkyCenter ONE**

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 Violet Cummins, Board Services Administrator, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via email at vcummins@TampaAirport.com. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-7869.



Thursday, June 6, 2024
Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing

AGENDA

9:00 A.M.

**Level 4 at SkyCenter ONE
Boardroom**

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)

1. Call to Order (Board of Adjustment Hearing)

C. BOARD OF ADJUSTMENT HEARING

1. Airport Study No. 2024-38, Florida Health Sciences Center dba Tampa General Hospital, requesting a variance to construct a new 13-story surgical center tower, with a maximum height of 242' AMSL, located at 6 Tampa General Circle, Tampa, FL, Resolution No. 2024-64
2. Airport Study No. 2024-50, Bright Bay Builders, Inc., requesting a variance to construct a new single family residence, with a maximum height of 47' AMSL, located at 103 Martinique Ave. N., Tampa, FL, Resolution No. 2024-65

D. CALL TO ORDER (REGULAR BOARD MEETING)

1. Call to Order (Regular Board Meeting)

E. APPROVAL OF THE AGENDA

1. Approval of the Agenda

F. PUBLIC COMMENTS

1. Public Comments

G. APPROVAL OF THE MINUTES

1. Approval of the Minutes

H. MANAGEMENT REPORT

1. Management Report

I. APPROVAL OF THE CONSENT AGENDA

1. Operating Agreement for Ground Handlers, Airline Tech Reps, LLC, d/b/a STS Line Maintenance, Tampa International Airport, Resolution No. 2024-66
2. Extension of Designated Aviation Channeling Service Provider utilizing Jacksonville Aviation Authority Contract RFP No. 19-08-46104, Telos Identity Management Solutions, LLC, Tampa International Airport

3. Qualifications of Firms and Issuance of Purchase Orders, Mirror, Window, and Glass Replacement Services, Ava Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI), Best Home Protection Windows and Doors Inc., and Door and Glass Services Company, Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports

4. Purchase Orders, Law Enforcement Equipment utilizing Sourcewell Contract No. 090122-WHL, Enforcement One, Inc., Tampa International Airport

5. Supplemental Terms and Conditions and Issuance of Purchase Orders, Technical Solutions, Products and Services, utilizing The Interlocal Purchasing System Contract No. 220105, PaymentWorks, Inc. and Carahsoft Technology Corporation, Tampa International Airport

6. Use and Permit Agreement for Off-Airport Rental Car Concession, AZ Tampa MGM, LLC d/b/a AZ Car Rental, Tampa International Airport, Resolution No. 2024-74

7. Extension and Plan Year Change, Employee Benefits, Tampa International Airport

8. Selection of Firm and Award of Term, Group Dental Insurance Benefits, Humana Insurance Company, Tampa International Airport

9. Selection of Firm and Award of Term, Group Vision Insurance Benefits, Humana Insurance Company, Tampa International Airport

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

K. COMMITTEE REPORTS

1. Report of Finance Committee Meeting Held on May 2, 2024

L. UNFINISHED BUSINESS

1. Award of Part 1 Contract for Design-Build Services, Replace Parking Revenue Control System Equipment, HCAA Project No. 7215 24, Manhattan Construction Company, Tampa International Airport, Resolution No. 2024-67

2. Increase to Maximum Purchase Authorization Amount, On-Call Concrete Airfield Slab Replacement Program, Tampa International Airport, Resolution No. 2024-80

M. NEW BUSINESS

1. Construction Contract, Apron C, Taxiways C & F and Runway 18-36 Rehabilitation, HCAA Project No. 7210 24, Ajax Paving Industries of Florida, LLC, Tampa Executive Airport, Resolution No. 2024-68

2. Direct Placement Financing, Contract of Purchase, Tampa International Airport, Resolution No. 2024-69

N. STAFF REPORTS

1. Staff Reports

O. ADJOURNMENT

1. Adjournment



Thursday, June 6, 2024
Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing

AGENDA
9:00 A.M.
Level 4 at SkyCenter ONE
Boardroom

A. PLEDGE OF ALLEGIANCE

| Subject | 1. Pledge of Allegiance |
|----------------|---|
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Procedural |

B. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)

| | |
|----------------|---|
| Subject | 1. Call to Order (Board of Adjustment Hearing) |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Procedural |

C. BOARD OF ADJUSTMENT HEARING

| | |
|----------------|---|
| Subject | 1. Airport Study No. 2024-38, Florida Health Sciences Center dba Tampa General Hospital, requesting a variance to construct a new 13-story surgical center tower, with a maximum height of 242' AMSL, located at 6 Tampa General Circle, Tampa, FL, Resolution No. 2024-64 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

Florida Health Sciences Center dba Tampa General Hospital (Petitioner) is seeking to construct a new 13-story surgical center tower, with a maximum height of 242' AMSL, located at 6 Tampa General Circle, Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on May 15, 2024.

Proposal:

Petitioner is requesting a variance to construct a new 13-story surgical center tower.

Operational Impact:

The Petition was presented to the Airport Hearing Officer on April 11, 2024 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioner's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

Funding:

N/A

Recommendation:

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or within five (5) days after the construction reaches its greatest height; (3) Notify the Airport at least five (5) business days prior to starting construction at 813-870-8763 and provide Airport Study Number; (4) Follow all conditions specified in the FAA Determination of No Hazard to remain in compliance; (5) Installation equipment (crane) exceeding 242' AMSL will require a separate permit by the Authority; (6) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; and (7) The Authority requires a survey of the construction to be completed and submitted to the Authority within five (5) days of reaching its greatest height.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires January 28, 2025, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Resolution:

Resolution No. 2024-64 approves and authorizes variance for Airport Study No. 2024-38, Florida Health Services Center dba Tampa General Hospital, requesting a variance to construct a new 13-story surgical center tower, with a maximum height of 242' AMSL, located at 6 Tampa General Circle, Tampa, FL; and authorizes the Airport Zoning Director or designee to execute all other ancillary documents.

C. BOARD OF ADJUSTMENT HEARING

| | |
|----------------|---|
| Subject | 2. Airport Study No. 2024-50, Bright Bay Builders, Inc., requesting a variance to construct a new single family residence, with a maximum height of 47' AMSL, located at 103 Martinique Ave. N., Tampa, FL, Resolution No. 2024-65 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

Bright Bay Builders, Inc. (Petitioner) is seeking to construct a new single family residence, with a maximum height of 47' AMSL, located at 103 Martinique Ave. N., Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on May 15, 2024.

Proposal:

Petitioner is requesting a variance to construct a new single family residence.

Operational Impact:

The Petition was presented to the Airport Hearing Officer on April 30, 2024 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioner's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

Funding:

N/A

Recommendation:

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Notify the Airport at least five (5) business days prior to starting construction at 813-870-7863; (2) Red Obstruction lighting required in accordance with FAA Advisory Circular Form 70/7460-1M; (3) E-File FAA Form 7460-2 with the FAA if the project is abandoned or at least ten (10) days prior to construction and within five (5) days after the construction reaches its greatest height; (4) The project is subject to requirements listed in the Federal Aviation Administration Aeronautical Study attached to the Recommended Order, with the exception that height limits are restricted to the heights shown on the points data table attached as Exhibit A; (5) Occupants and/or owners of the residence must be informed that the structure under the variance lies in the approach and departure path of an airport; (6) The Authority recommends a noise reduction level of at least 25 dB be incorporated into design; (7) The Petitioner will be required to follow all conditions specified in the FAA Determination of No Hazard to remain in compliance; (8) Installation equipment (crane) exceeding 47' AMSL

or installation of solar panels will require a separate permit by the Authority; (9) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; and (10) The Authority requires a survey of the construction to be completed and submitted to the Authority within five (5) days of reaching its greatest height.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires September 13, 2025, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Resolution:

Resolution No. 2024-65 approves and authorizes variance for Airport Study No. 2024-50, Bright Bay Builders, Inc., requesting a variance to construct a new single family residence, with a maximum height of 47' AMSL, located at 103 Martinique Ave. N., Tampa, FL; and authorizes the Airport Zoning Director or designee to execute all other ancillary documents.

D. CALL TO ORDER (REGULAR BOARD MEETING)

| | |
|----------------|---|
| Subject | 1. Call to Order (Regular Board Meeting) |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Procedural |

E. APPROVAL OF THE AGENDA

| | |
|----------------|---|
| Subject | 1. Approval of the Agenda |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

F. PUBLIC COMMENTS

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|----------------|---|
| Subject | 1. Public Comments |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Information |

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

G. APPROVAL OF THE MINUTES

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|----------------|---|
| Subject | 1. Approval of the Minutes |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

H. MANAGEMENT REPORT

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|----------------|---|
| Subject | 1. Management Report |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Information |

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|--|
| Subject | 1. Operating Agreement for Ground Handlers, Airline Tech Reps, LLC, d/b/a STS Line Maintenance, Tampa International Airport, Resolution No. 2024-66 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

Ground handling operators providing service at Tampa International Airport must have, at a minimum, a ground handling operating agreement (Agreement) prior to commencing operations. Airline Tech Reps, LLC, d/b/a STS Line Maintenance (STS) has requested to provide ground handling services to include limited aircraft maintenance for their customers.

Proposal:

This item grants to STS the non-exclusive right to provide ground handling services to companies at Tampa International Airport (Airport) for the Term of June 1, 2024 through September 30, 2027.

For the privilege of providing services at the Airport, STS will pay Authority a percentage privilege fee (PPF) of five percent (5%) of gross receipts, payable in equal monthly installments. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to STS' ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, costs for materials that are directly passed through to STS' customers, sales and services performed off Airport to entities located off Airport, 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. 2024-66.

Resolution:

Resolution No. 2024-66 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Airline Tech Reps, LLC, d/b/a STS Line Maintenance; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|--|
| Subject | 2. Extension of Designated Aviation Channeling Service Provider utilizing Jacksonville Aviation Authority Contract RFP No. 19-08-46104, Telos Identity Management Solutions, LLC, Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

On August 1, 2019, the Board authorized utilization of Jacksonville Aviation Authority Contract RFP No. 19-08-46104 for designated aviation channeling services provided by Telos Identity Management Solutions, LLC for a one-year Term, with four, one-year renewal options exercised at the discretion of the Chief Executive Officer, in a maximum purchase authorization amount of \$700,000.

The designated aviation channeling services are required by Transportation Security Administration and Department of Homeland Security Regulations to ensure applicants, such as Authority employees, Customs and Border Protection employees, and other contractor and airline employees, meet required background and security checks.

On April 17, 2024, Jacksonville Aviation Authority entered into Amendment No. 3 to Contract RFP No. 19-08-46104 which authorized an extension, at the same terms and conditions, for the renewal Term of July 1, 2024 through December 31, 2024 or until Jacksonville Aviation Authority awards a new contract for services, whichever is earlier.

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

Proposal:

This item authorizes continued utilization of Jacksonville Aviation Authority Contract RFP No. 19-08-46104 as amended for the renewal Term of July 1, 2024 through December 31, 2024 or until Jacksonville Aviation Authority awards a new contract for services. There is no increase to the maximum purchase authorization amount.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the continued utilization of Jacksonville Aviation Authority Contract RFP No. 19-08-46104 at the same terms, conditions, and maximum purchase authorization amount for the renewal Term of July 1, 2024 through December 31, 2024 or until Jacksonville Aviation Authority awards a new contract for services and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

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| Subject | 3. Qualifications of Firms and Issuance of Purchase Orders, Mirror, Window, and Glass Replacement Services, Ava Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI), Best Home Protection Windows and Doors Inc., and Door and Glass Services Company, Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

The Authority is seeking mirror, window, and glass replacement services on an as-needed basis. These services may incorporate multiple variations depending on the needs of the Authority, including exterior glass panel replacement and interior glass and mirror replacement.

On March 27, 2024, a Pre-Qualification Solicitation for Mirror, Window, and Glass Replacement Services was issued. Respondents that met qualifications would be included on the Qualified Company List and will competitively quote replacement services for the Authority as needed.

Proposal:

On April 30, 2024, three (3) Responses were received and evaluated by staff. The following firms were determined to meet the qualifications and are recommended for inclusion on the Qualified Company List:

Category 1, Exterior Glass and Panel Replacement

Ava Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI)
Best Home Protection Windows and Doors Inc.
Door and Glass Services Company

Category 2, Interior Glass and Mirror Replacement

Ava Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI)
Door and Glass Services Company

No specific expectancy for W/MBE participation was established.

The Term of Qualification is June 6, 2024 through June 5, 2029. The maximum purchase authorization amount is \$500,000. The Authority may end the Term of Qualification and terminate the entire Qualified Company List by giving thirty (30) days' written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends that the Board approve the qualifications of Ava Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI), Best Home Protection Windows and Doors Inc., and Door and Glass Services Company; authorize the issuance of Purchase Orders to Ava

Takla Investment, Inc., dba Royal Construction and Real Estate Investment (RCRI), Best Home Protection Windows and Doors Inc., and Door and Glass Services Company; and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|---|
| Subject | 4. Purchase Orders, Law Enforcement Equipment utilizing Sourcewell Contract No. 090122-WHL, Enforcement One, Inc., Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

The Fleet Maintenance Department upfits all Authority vehicles that require safety equipment, lighting, and accessories especially those for the Police, Traffic, Operations, and Maintenance Departments. The Authority currently utilizes Dana Safety Supply, Inc. for vehicle upfitting under a government cooperative contact that is due to expire on July 14, 2024.

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

Proposal:

This item authorizes the issuance of Purchase Orders to Enforcement One, Inc. for law enforcement equipment utilizing Sourcewell Contract No. 090122-WHL for the Term of June 6, 2024 through November 7, 2026, with one (1), one (1) year renewal option at the discretion of the Authority Chief Executive Officer contingent upon approval of similar renewal option exercised by Sourcewell, in a maximum purchase authorization amount of \$250,000.

Funding:

This item is included in the Capital Equipment Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to Enforcement One, Inc. for the purchase of law enforcement equipment and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|---|
| Subject | 5. Supplemental Terms and Conditions and Issuance of Purchase Orders, Technical Solutions, Products and Services, utilizing The Interlocal Purchasing System Contract No. 220105, PaymentWorks, Inc. and Carahsoft Technology Corporation, Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

The Authority currently utilizes Automated Clearing House (ACH) for supplier payments processed through Bank of America's third-party processor Bottomline Technologies, Inc. Since implementation in December 2014, the Authority has assumed the nominal transaction fee to offer ACH as a free payment method to its suppliers.

JP Morgan will be the new originating bank for Authority ACH payment files and PaymentWorks, Inc. is their third-party processor. Authority suppliers will be required to register with PaymentWorks, Inc., who will verify supplier banking information and process Authority ACH supplier payments to authenticated bank accounts. PaymentWorks, Inc. provides its software application through The Interlocal Purchasing System (TIPS) Contract No. 220105, which was awarded to Carahsoft Technology Corporation.

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

Proposal:

This item authorizes the execution of Supplemental Terms and Conditions with PaymentWorks, Inc. and the issuance of Purchase Orders to Carahsoft Technology Corporation for the processing of ACH supplier payments utilizing TIPS Contract No. 220105 for the Term of October 1, 2024 through May 31, 2027, with one, one-year renewal period, in a maximum purchase authorization amount of \$300,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends that the Board authorize the execution of Supplemental Terms and Conditions with PaymentWorks, Inc., authorize the issuance of Purchase Orders to Carahsoft Technology Corporation, and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|--|
| Subject | 6. Use and Permit Agreement for Off-Airport Rental Car Concession, AZ Tampa MGM, LLC d/b/a AZ Car Rental, Tampa International Airport, Resolution No. 2024-74 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

AZ Tampa MGM, LLC d/b/a AZ Car Rental (AZ) is a Tampa, Florida based rental car company.

AZ desires to execute a Use and Permit Agreement for Off-Airport Rental Car Concession (Agreement) at Tampa International Airport (Airport). Off-airport rental car companies do not occupy space in the Rental Car Center and operate their off-airport rental car business from locations near the Airport.

Proposal:

This item approves and authorizes an Agreement with AZ to operate an off-airport rental car concession. The Term of the Agreement is June 6, 2024 through September 30, 2026. The Authority may terminate the Agreement, with or without cause, upon thirty (30) days written notice. In accordance with Authority Policy P822, AZ will pay a privilege fee of nine percent (9%) of Gross Receipts. AZ will also pay a vehicle per-trip fee of \$4.50 for its courtesy vehicles through the Authority's Automated Vehicle Identification system and a Transportation Facility Charge (TFC) of \$2.00 per rental transaction day.

The Agreement provides for AZ to account for reporting non-airport business, which is exempt from inclusion in Gross Receipts.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-74.

Resolution:

Resolution No. 2024-74 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with AZ Tampa MGM, LLC d/b/a AZ Car Rental; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|---|
| Subject | 7. Extension and Plan Year Change, Employee Benefits, Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

The Authority offers Authority employee benefits such as medical insurance (third-party administrative services and medical stop loss), long term disability, and life insurance.

On December 2, 2020, the Board recommended the selection and award for Group Life Insurance Benefits to Securian Life Insurance Company of America. The initial Term of the Group Life Insurance Benefits was February 1, 2021 through July 31, 2024, with two (2), one-year renewal options exercised at the discretion of the Chief Executive Officer. The Chief Executive Officer has exercised one of two renewal options for a current expiration date of July 31, 2025. The Plan Year for Group Life Insurance Benefits is August 1 through July 31.

On December 2, 2020, the Board recommended the selection and award for Long Term Disability Insurance Benefits to Standard Life Insurance Company. The initial Term of the Long Term Disability Insurance Benefits was February 1, 2021 through July 31, 2024, with two (2), one-year renewal options exercised at the discretion of the Chief Executive Officer. The Chief Executive Officer has exercised one of two renewal options for a current expiration date of July 31, 2025. The Plan Year for Long Term Disability Benefits is August 1 through July 31.

On August 1, 2023, the Board recommended the selection and award for Third-Party Administrative Services and Medical Stop Loss Insurance to Aetna Life Insurance Company. The initial Term for Third-Party Administrative Services and Medical Stop Loss Insurance was August 1, 2022 through July 31, 2023, with four (4), one-year renewal options at the sole discretion of the Chief Executive Officer. The Chief Executive Officer has exercised two of four renewal options for a current expiration date of July 31, 2025. The Plan Year for Third-Party Administrative Services and Medical Stop Loss Insurance is August 1 through July 31.

Proposal:

This item authorizes changing the Plan Year for Group Life Insurance Benefits, Long Term Disability Insurance Benefits, Third-Party Administrative Services, and Medical Stop Loss Insurance from August 1 through July 31 to October 1 through September 30 to align with the Authority's Fiscal Year. This item also authorizes extensions to each Contract related to those employee benefits to align with a September 30 final expiration date and authorizes the Chief Executive Officer to execute all Contract amendments and ancillary documents related to the Plan Year changes and/or extensions.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the Plan Year changes for Group Life Insurance Benefits, Long Term Disability Insurance Benefits, Third-Party Administrative Services, and Medical Stop Loss Insurance from August 1 through July 31 to October 1 through September 30 to align with the Authority's Fiscal Year, authorize extensions to each Contract related to those employee benefits to align with a

September 30 final expiration date, authorize the Chief Executive Officer to execute all Contract amendments and ancillary documents related to the Plan Year changes and/or extensions, and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

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|----------------|---|
| Subject | 8. Selection of Firm and Award of Term, Group Dental Insurance Benefits, Humana Insurance Company, Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

Humana Insurance Company (Humana) provides fully-insured group dental insurance benefits to the Authority. On May 2, 2019, the Board awarded a Contract to Humana for the Plan Years of August 1, 2019 through July 31, 2021, with up to three (3) discrete, one-year renewal options exercised at the discretion of the Chief Executive Officer. The Chief Executive Officer has exercised all three renewal options so the Contract has a final expiration date of July 31, 2024. The most recent Plan Year annual premium rate was \$583,836. There are two dental plan options currently offered to Authority employees: PPO with orthodontia and PPO without orthodontia. The current Plan tier structure provides options for individuals or individuals with family, and the Plan is fully insured.

The Authority will transition the group dental insurance benefits to a Plan Year of October 1st through September 30th to align with the Authority's fiscal year over the coming months.

Proposal:

On December 13, 2023, an Invitation to Negotiate for Group Dental Insurance Benefits was issued. On January 16, 2024, eight (8) Responses were received. Responses from the following firms met the minimum qualifications and were evaluated by staff:

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|---|--|
| 1 | Humana Insurance Company |
| 2 | Solstice Benefits, Inc. |
| 3 | Standard Insurance Company |
| 4 | United Concordia Insurance Company |
| 5 | Aetna Life Insurance Company (ALIC) |
| 6 | Metropolitan Life Insurance Company, dba MetLife, Inc. |
| 7 | Ameritas Life Insurance Corp |

Aflac Benefit Solutions was found non-responsive for failing to meet the minimum qualifications.

After review of the seven (7) qualified Responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended negotiations with Humana. The negotiation team voted to award to Humana.

This item authorizes offering two fully-insured dental plan options to Authority employees, retirees, COBRA participants and applicable dependents: PPO with orthodontia and PPO without orthodontia, both with individual, individual plus one, and family tier structures. The Term of Award is October 1, 2024 through September 30, 2026, with three (3) discrete, one-year renewal options exercised at the discretion of the Chief Executive Officer. Based on the current number of participants, the total estimated annual premiums for the Plan Year 2024/2025 is \$630,699.

Additionally, Authority staff requests approval of an extension to the existing group dental insurance benefits through September 30, 2024 to align with the new Term of Award and ensure no disruption of benefits for Authority employees.

The Authority may cancel the Term of Award without cause by giving 30 days written notice.

No specific expectancy for W/MBE participation was established.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends Board authorize the issuance of Purchase Orders for group dental insurance benefits to Humana Insurance Company, approve rejection of the Response received from Aflac Benefit Solutions as non-responsive, authorize the Chief Executive Officer to approve an extension to the current Term of Award for group dental insurance benefits through September 30, 2024, and authorize the Chief Executive Officer or designee to execute all ancillary documents related to the extension of current group dental insurance benefits and the new Term of Award.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|---|
| Subject | 9. Selection of Firm and Award of Term, Group Vision Insurance Benefits, Humana Insurance Company, Tampa International Airport |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action (Consent) |

Background:

Humana Insurance Company provides group vision insurance benefits to the Authority. On May 2, 2019, the Board awarded Group Vision Insurance Benefits to Humana Insurance Company for the Plan Years of August 1, 2019 through July 31, 2021, with up to three discrete, one-year renewal options exercised at the discretion of the Authority Chief Executive Officer. The most recent Plan Year annual premium rate was \$69,773. The current Plan tier structure is individual and individual with family and the Plan is fully insured. Since the initial Plan Year, the vision insurance benefits have been well-received and the number of family coverage participants has increased.

Proposal:

On December 14, 2023, an Invitation to Negotiate for Group Vision Insurance Benefits was issued. On January 16, 2024, nine (9) Responses were received. Responses from the following firms met the minimum qualifications and were evaluated by staff:

| |
|--|
| Humana Insurance Company |
| Aetna Life Insurance Company (ALIC) |
| Ameritas Life Insurance Corp. |
| National Vision Administrators, L.L.C. |
| Solstice Benefits, Inc. |
| Standard Insurance Company |

Aflac Benefit Solutions, Metropolitan Life Insurance Company, dba MetLife, Inc., and United Concordia Insurance Company were found non-responsive for failing to meet minimum qualifications as specified in the Invitation to Negotiate.

After review of the six (6) qualified Responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with Aetna Life Insurance Company (ALIC) and Humana Insurance Company. The negotiation team recommended award to Humana Insurance Company.

This item authorizes two fully insured group vision insurance plans for Authority employees, retirees, COBRA participants and dependents structured into three tiers: individual, individual plus one, and individual with family. The individual plus one tier is a new tier being offered in order to offer a more cost-effective option for employees insuring only one dependent. The Term of Award is from October 1, 2024 through September 30, 2026, with three (3) discrete, one-year renewal options exercised at the discretion of the Authority Chief Executive Officer. The proposed transition to a Plan Year of October 1 through September 30 will better align with the Authority's Fiscal Year and bring group vision insurance in line with the Authority's current medical insurance. Based on the current number of participants, the total estimated premium for Plan Year 2024/2025 is \$81,021.

As part of the award for group vision insurance benefits, staff has requested Humana Insurance Company to extend the existing group vision insurance benefits through September 30, 2024 to align with the new Term of Award.

The Authority may cancel the Term of Award without cause by giving 30 days written notice.

No specific expectancy for W/MBE participation was established.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends Board authorize the issuance of Purchase Orders for group vision insurance benefits to Humana Insurance Company; approve rejection of responses received from Aflac Benefit Solutions, Metropolitan Life Insurance Company, dba MetLife, Inc., and United Concordia Insurance Company as non-responsive; authorize the Chief Executive Officer to approve an extension to the current term of award for group vision insurance benefits; and authorize the Chief Executive Officer or designee to execute all ancillary documents related to the extension of current group vision insurance benefits and the new Term of Award.

The Board may act on this by motion; no resolution is required.

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

| | |
|----------------|---|
| Subject | 1. Policies or Rules for Consideration or Action |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

K. COMMITTEE REPORTS

| | |
|----------------|---|
| Subject | 1. Report of Finance Committee Meeting Held on May 2, 2024 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Reports |

Following the last monthly Board Meeting, the Finance Committee met on May 2, 2024, in the Authority Boardroom, with all Finance Committee members in attendance. In addition to Authority staff, Authority Board Member County Commissioner Harry Cohen and external consultants, Michael Bell and Johnny Schumacher with Korn Ferry, were in attendance.

At the meeting, the Committee unanimously approved a Work Order under an existing Contract with Korn Ferry to support the Committee in the evaluation of the internal candidates and CEO selection process. The Committee also discussed a potential timeline for the CEO selection process.

At the conclusion of the meeting, the Committee agreed to cancel the previously noticed weekly Finance Committee meetings and to hold the next Committee meeting following the Board Meeting on June 6, 2024.

L. UNFINISHED BUSINESS

| | |
|----------------|---|
| Subject | 1. Award of Part 1 Contract for Design-Build Services, Replace Parking Revenue Control System Equipment, HCAA Project No. 7215 24, Manhattan Construction Company, Tampa International Airport, Resolution No. 2024-67 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

The Authority is responsible for public and employee parking facilities at Tampa International Airport (Airport). The existing Parking Revenue Control System (PARCS) Equipment at the Airport was installed in 2017. In order to continue to provide a highly reliable system, the Authority plans to replace and/or upgrade all PARCS Equipment, including back-office equipment, prior to the end of its service life.

On November 8, 2023, a Request for Qualifications entitled Parking Revenue Control System (PARCS) at Tampa International Airport was issued.

On April 4, 2024, the Board approved negotiations with the number one ranked firm, Manhattan Construction Company.

Proposal:

This item awards the Part 1 Contract for Design-Build Services to Manhattan Construction Company for the design of HCAA Project No. 7215 24, Replace Parking Revenue Control System Equipment, in a total maximum purchase authorization amount of \$1,227,211 for basic services and reimbursable expenses.

The Part 1 Contract for Design-Build Services will commence on June 6, 2024. Substantial completion of the Project is anticipated in August 2026.

A W/MBE goal of at least 10% 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 32.1% 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. 2024-67.

Resolution:

Resolution No. 2024-67 approves and authorizes execution of Part 1 Contract for Design-Build Services, Replace Parking Revenue Control System Equipment, HCAA Project No. 7215 24 at Tampa International Airport with Manhattan Construction Company; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

L. UNFINISHED BUSINESS

| | |
|----------------|--|
| Subject | 2. Increase to Maximum Purchase Authorization Amount, On-Call Concrete Airfield Slab Replacement Program, Tampa International Airport, Resolution No. 2024-80 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

The majority of the airfield pavements at Tampa International Airport are comprised of Portland cement concrete pavement sections and are maintained under an FAA-compliant Airfield Pavement Management System. The Authority's Maintenance Department makes routine repairs including joint sealing, crack sealing, and spall repairs. Major pavement maintenance projects are procured approximately every three years to replace cracked and shattered slabs to preserve and extend the pavement service life. Despite this structured program for pavement maintenance, there are times that an urgent concrete airfield slab replacement arises requiring quick mobilization of a qualified contractor to implement repairs.

In March 2021, the Board authorized the issuance of Purchase Orders for the Term of March 4, 2021 to March 3, 2026 to Prequalified Contractors to bid on concrete airfield slab replacement work through the Authority's On-Call Concrete Airfield Slab Replacement Program, in a total maximum purchase authorization amount for all Purchase Orders of \$1,500,000. Below is the Purchase Order that has been issued under that Board authorization to date:

| | |
|--|-------------|
| HCAA Project No. 7100 23, Taxiway C Slab Repairs | \$1,463,700 |
|--|-------------|

Proposal:

Staff requests that the Board increase the previously approved maximum purchase authorization amount for the issuance of Purchase Orders to Prequalified Contractors under the Authority's On-Call Concrete Airfield Slab Replacement Program by \$1,500,000, for a new total maximum purchase authorization amount of \$3,000,000.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2024-80.

Resolution:

Resolution No. 2024-80 approves and authorizes increase to the maximum purchase authorization amount for the issuance of Purchase Orders to Prequalified Contractors under the Authority's On-Call Concrete Airfield Slab Replacement Program by \$1,500,000, for a new total maximum purchase authorization amount of \$3,000,000; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

M. NEW BUSINESS

| | |
|----------------|---|
| Subject | 1. Construction Contract, Apron C, Taxiways C & F and Runway 18-36 Rehabilitation, HCAA Project No. 7210 24, Ajax Paving Industries of Florida, LLC, Tampa Executive Airport, Resolution No. 2024-68 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

The purpose of the Project is to rehabilitate pavements and airfield lighting for Apron C, Taxiways C & F, and Runway 18-36 at Tampa Executive Airport. This will include limited pavement widening at taxiway curves and intersections to meet FAA Airplane Design Group II, Taxiway Design Group 2A standards, asphalt overlay, or mill and overlay of existing pavements. Runway lighting, taxiway lighting, airfield signage, markings, and drainage improvements are also included.

An Invitation to Bid was issued on March 20, 2024.

Proposal:

On May 9, 2024, three (3) Bids were publicly opened and read aloud as follows:

| <u>Company Name</u> | <u>Bid Amount</u> |
|--|-------------------|
| Ajax Paving Industries of Florida, LLC | \$12,077,325.75 |
| C.W. Roberts Contracting, Incorporated | \$12,300,950.50 |
| Preferred Materials, Inc | \$13,893,225.30 |

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

A DBE Goal participation rate of 8% was prescribed and a DBE Goal participation rate of at least 9% is incorporated into the Contract.

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

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2024-68.

Resolution:

Resolution No. 2024-68 approves and authorizes award and execution of Construction Contract for Apron C, Taxiways C & F and Runway 18-36 Rehabilitation, HCAA Project No. 7210 24, at Tampa Executive Airport with Ajax Paving Industries of Florida, LLC in the amount of \$12,077,325.75; authorizes staff to use Owner's Direct Purchase Program if appropriate; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

M. NEW BUSINESS

| | |
|----------------|---|
| Subject | 2. Direct Placement Financing, Contract of Purchase, Tampa International Airport, Resolution No. 2024-69 |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Action |

Background:

The Authority's Plan of Finance anticipates the issuance of general airport revenue bonds periodically to fund the ongoing capital improvement program. The Authority currently has \$882.5 million in outstanding general airport revenue bonds. The Authority and the Authority's financial advisor, Frasca & Associates, LLC (Frasca), evaluate the debt portfolio on an ongoing basis to optimize the debt portfolio. Given current market rates and the current shape of the yield curve, the Authority and Frasca determined a refunding on a certain series of bonds could provide debt service savings.

The Hillsborough County Aviation Authority Tampa International Airport Revenue Bonds, 2015 Series A (AMT) (2015 Bonds) will become callable on or after October 1, 2024, and a refunding of the 2015 Bonds may provide debt service savings to the Authority. After a thorough analysis of the future Plan of Finance and the Authority's current debt service structure, the Authority and Frasca recommend that the Authority refund the 2015 Bonds and restructure the final maturity to optimize the Authority's debt portfolio.

Proposal:

On June 6, 2024, notice of an upcoming Reverse Auction for Direct Placement Financing at Tampa International Airport will be issued to the banking community. The Reverse Auction will invite firms to submit responses to reflect their interest in participating in the Reverse Auction. All firms meeting the minimum qualifications will be invited to participate in the Auction Event to purchase one or more maturities of the Tampa International Airport Revenue Refunding Bonds, 2024 Series A (AMT) in the estimated principal amount of \$90 million.

The total amount of approximately \$90 million provided below is an estimate and could change depending on costs of issuance, legally available funds applied to the refunding, and the interest rates proposed.

Estimated Proposed Principal Repayment Structure

| Maturity Date (October 1) | 2024 Series A Refunding Bonds |
|--------------------------------------|--------------------------------------|
| 2025 | \$30,000,000 |
| 2026 | \$30,000,000 |
| 2027 | \$30,000,000 |
| Totals | \$90,000,000 |

The Auction Event will take place on or about July 9, 2024, allowing firms to propose an interest rate for each maturity. The firm or firms bidding the lowest fixed interest per maturity may be awarded that maturity or maturities and will execute a Contract of Purchase. The Contract of Purchase and other closing documents for each maturity will then be prepared and set for closing on or about July 24, 2024.

The Authority reserves the right to cancel the Reverse Auction and/or terminate the Contract of Purchase at any time up to the closing date.

There is no W/MBE expectancy for the resulting Contract of Purchase.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-69.

Resolution:

Resolution No. 2024-69 authorizes issuance of Hillsborough County Aviation Tampa International Airport Revenue Refunding Bonds, 2024 Series A (AMT) in the aggregate principal amount not to exceed \$90,000,000, for the purpose of refunding the Authority's Hillsborough County Aviation Authority Tampa International Airport Revenue Bonds, 2015 Series A (AMT); approves the form of a Supplemental Trust Agreement with respect to the 2024 Series A Bonds and approves certain Amendments to the Trust Agreement as provided therein; approves Reverse Auction protocols for the 2024 Series A Bonds and delegates authority to award the sale of such 2024 Series A Bonds to the successful firm(s) and approves the conditions of such sale of the 2024 Series A Bonds; designates the Registrar, Paying Agent and Authenticating Agent for such 2024 Series A Bonds; approves the form of and authorizes the execution of a Contract of Purchase; provides certain findings with respect to the foregoing; provides certain other details with respect thereto; and provides an effective date.

N. STAFF REPORTS

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|----------------|---|
| Subject | 1. Staff Reports |
| Meeting | Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing |
| Access | Public |
| Type | Information |

O. ADJOURNMENT

Subject **1. Adjournment**

Meeting Jun 6, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment
Public Hearing

Access Public

Type Procedural
