



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

**Thursday, August 1, 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, August 1, 2024
Aviation Authority Regular Board Meeting

AGENDA

9:00 A.M.

Level 4 at SkyCenter ONE

Boardroom

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Cargo Facilities and Ground Lease, Federal Express Corporation, Tampa International Airport, Resolution No. 2024-82
2. Amendment and Restatement of Ground Lease Agreement for East Parcel, Vandenberg Hangars, LLC, Tampa Executive Airport, Resolution No. 2024-83
3. Amendment and Restatement of Ground Lease Agreement for West Parcel, Vandenberg Hangars, LLC, Tampa Executive Airport, Resolution No. 2024-84
4. Office Lease Agreement, Avalon Health Services, LLC, Tampa International Airport, Resolution No. 2024-85
5. Purchase Orders, Agriculture Tractors with related attachments, accessories, and supplies utilizing Sourcewell Contract No. 082923-DAC, EFE, Inc., dba Everglades Equipment Group, Tampa International Airport; Purchase Orders, Grounds Equipment utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.0, Deere and Company, Energreen America Inc., and Bush Hog Inc., Tampa International Airport
6. Purchase Orders, Replacement Parts of Dabico Preconditioned Air Equipment and Dabico 400hz Ground Power Units, Dabico Airport Solutions Inc., USA, Tampa International Airport

7. Contract for Computer Based Airport Training System utilizing Broward County Bid #TEC2127018B1, Safety & Security Instruction, Inc., Tampa International Airport, Resolution No. 2024-98

8. Amendment No. 1 to Lease and Concession Contract for Advertising Services, Lamar Airport Advertising Company, Tampa International Airport, Tampa Executive, Peter O. Knight and Plant City Airports, Resolution No. 2024-87

9. Agreement for Off-Airport Parking Concession, A-1 Express Services, Inc., Tampa International Airport, Resolution No. 2024-90; Agreement for Off-Airport Parking Concession, GPIF A7 Westshore Operator, LLC, Tampa International Airport, Resolution No. 2024-91; Agreement for Off-Airport Parking Concession, Great Lakes Investments, LLC, Tampa International Airport, Resolution No. 2024-92; Agreement for Off-Airport Parking Concession, Premium Parking Service, LLC, Tampa International Airport, Resolution No. 2024-93; Agreement for Off-Airport Parking Concession, Safeway Parking, LLC, Tampa International Airport, Resolution No. 2024-94

10. Authorization to Dispose of Surplus Property, Tampa International Airport

11. Master Services Agreement for Electronic Visual Display System, SITA Information Networking Computing USA, Inc., Tampa International Airport, Resolution No. 2024-97

12. Selection of Firm and Award of Administrative Services Agreement, Recordkeeping for Deferred Compensation Plan, Nationwide Retirement Solutions, Inc., Tampa International Airport, Resolution No. 2024-89

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

I. COMMITTEE REPORTS

1. Report of Finance Committee Meeting Held on June 6, 2024

J. UNFINISHED BUSINESS

1. Unfinished Business

K. NEW BUSINESS

1. Proposed Capital and Operating Budget for Fiscal Year 2025

2. Hillsborough County Aviation Authority, Tampa International Airport 2024 Series Bonds, 2024B Senior Lien Revenue Bonds, Resolution No. 2024-96

3. Supplemental Contract and Issuance of Purchase Orders, Information Technology Security Solutions and Related Services utilizing Omnia Partners Contract No. 01-170, GuidePoint Security LLC, Tampa International Airport, Resolution No. 2024-88

L. STAFF REPORTS

1. Staff Reports

M. CEO Annual Review

1. CEO Annual Review

N. ADJOURNMENT

1. Adjournment



Thursday, August 1, 2024
Aviation Authority Regular Board Meeting

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

A. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

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

E. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Cargo Facilities and Ground Lease, Federal Express Corporation, Tampa International Airport, Resolution No. 2024-82
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Federal Express Corporation (FedEx) is an air cargo service company at Tampa International Airport (TPA). FedEx's current lease started March 1, 2003 and expired February 28, 2023. FedEx currently leases 505,296 sq. ft. of ground (land and pond) and 97,170 sq. ft. of building. The current lease is a triple net lease.

Proposal:

This item approves and authorizes a new Cargo Facilities and Ground Lease (Agreement) for an Initial Term of March 1, 2023 through May 31, 2027. The Agreement may be renewed 180 days prior to expiration of the Initial Term for one additional two-year period upon request of FedEx and approval by Authority CEO (First Renewal Term). The Agreement may be renewed 180 days prior to the expiration of the First Renewal Term for one additional three-year period upon request of FedEx and approval by Authority CEO (Second Renewal Term). The Agreement is a triple net lease.

Under the Agreement, FedEx will lease 97,170 sq. ft. of building space, 441,263 sq. ft. of land, 64,033 sq. ft. of pond, a 36,720 sq. ft. GSE pad, and 292,917 sq. ft. of vehicular pavement. The initial Cargo Building Space Rent is \$8.25 psf. The initial Land Area Rent, Pond Area Rent, GSE Pad Rent and Vehicular Pavement Rent (collectively Ground Rent) is based upon the current fair market rental rate at TPA: \$0.75 psf for the land, \$0.75 psf for the pond, \$0.20 psf for the GSE pad, and \$0.10 psf for the pavement. The initial total annual Rents for the leased premises are \$1,217,260.20, payable at \$101,438.36 monthly, plus applicable taxes. For the Initial Term, the Ground Rent will increase by 3% per year for Years 2-5. The Cargo Building Space Rent will be fixed for Years 1-4 and adjusted by the CPI index for Year 5.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-82.

Resolution:

Resolution No. 2024-82 approves and authorizes execution of Cargo Facilities and Ground Lease at Tampa International Airport with Federal Express Corporation; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Amendment and Restatement of Ground Lease Agreement for East Parcel, Vandenberg Hangars, LLC, Tampa Executive Airport, Resolution No. 2024-83
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On December 1, 2022, the Authority and Vandenberg Hangars, LLC (Company) entered into a Ground Lease Agreement (Basic Agreement) for .9444 acres of unimproved real property to construct a new hangar at Tampa Executive Airport (VDF). Company has built a hangar of approximately 11,254 square feet which is comprised of two 5,627 square foot hangars. Authority and Company wish to terminate the Basic Agreement and enter into an Amendment and Restatement of Ground Lease Agreement for East Parcel (Agreement) for one of the two new hangars. Company will utilize this hangar for storage and maintenance of Company's own aircraft.

Proposal:

Under this Agreement, Company will lease approximately .472 acres of land (Premises) containing 5,627 square feet of hangar space (East Parcel) at VDF for aircraft storage and maintenance.

The Agreement is effective upon Board signature and expires on the 30th anniversary of the Commencement Date. Upon termination of the Agreement, the hangar reverts to the Authority. Company will have the first right to enter into a new lease for the Premises, including the hangar, upon expiration of the Agreement. Ground rent under the Agreement is \$0.30 per square foot of land for the first year of the Agreement and will increase annually by 3.09%. Every 5 years ground rent will be adjusted based on the current fair market value, but the adjusted ground rent will not be less than the previous year. In addition, Company will pay its proportionate share of rent for the existing detention pond at a rate of \$0.05 per square foot. The combined annual rent for the first year of the Agreement will be \$7,201.17 with monthly payments of \$600.09 plus applicable taxes.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No 2024-83.

Resolution:

Resolution No. 2024-83 approves and authorizes execution of Amendment and Restatement of Ground Lease Agreement for East Parcel at Tampa Executive Airport with Vandenberg Hangars, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	3. Amendment and Restatement of Ground Lease Agreement for West Parcel, Vandenberg Hangars, LLC, Tampa Executive Airport, Resolution No. 2024-84
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On December 1, 2022, Authority and Vandenberg Hangars, LLC (Company) entered into a Ground Lease Agreement (Basic Agreement) for .9444 acres of unimproved real property to construct a new hangar at Tampa Executive Airport (VDF). Company has built a hangar of approximately 11,254 square feet which is comprised of two 5,627 square foot hangars. Authority and Company wish to terminate the Basic Agreement and enter into an Amendment and Restatement of Ground Lease Agreement for West Parcel (Agreement) for one of the two new hangars. Company's intent is to assign this portion of the hangar.

Proposal:

Under this Agreement, Company will lease approximately .472 acres of land (Premises) containing 5,627 square feet of hangar space (West Parcel) at VDF for aircraft storage and maintenance.

The Agreement is effective upon Board signature and expires on the 30th anniversary of the Commencement Date. Upon termination of the Agreement, the hangar reverts to the Authority. Company will have the first right to enter into a new lease for the Premises, including the hangar, upon expiration of the Agreement. Ground rent under the Agreement is \$0.30 per square foot of land for the first year of the Agreement and will increase annually by 3.09%. Every 5 years ground rent will be adjusted based on the current fair market value, but the adjusted ground rent will not be less than the previous year. In addition, Company will pay its proportionate share of rent for the existing detention pond at a rate of \$0.05 per square foot. The combined annual rent for the first year of the Agreement will be \$7,201.17 with monthly payments of \$600.09 plus applicable taxes.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No 2024-84.

Resolution:

Resolution No. 2024-84 approves and authorizes execution of Amendment and Restatement of Ground Lease Agreement for West Parcel at Tampa Executive Airport with Vandenberg Hangars, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	4. Office Lease Agreement, Avalon Health Services, LLC, Tampa International Airport, Resolution No. 2024-85
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Avalon Health Services, LLC (AHS) wishes to lease space in the SkyCenter One Office Building (SkyCenter One) for their Tampa office.

Proposal:

Under this Office Lease Agreement (Agreement), AHS will lease approximately 4,381 rentable square feet on the 2nd floor of SkyCenter One. The initial Term is five years with one, five-year renewal option. The Basic Rent for the first year of the Agreement is \$148,954, with monthly payments of \$12,412.83 plus applicable taxes. Basic Rent will be abated from the date AHS completes their tenant improvements through September 1, 2025. Basic Rent will increase at a rate of 3% each year throughout the initial Term. Prior to any renewal option, Basic Rent will be adjusted to fair market rent.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-85.

Resolution:

Resolution No. 2024-85 approves and authorizes execution of Office Lease Agreement at Tampa International Airport with Avalon Health Services, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	5. Purchase Orders, Agriculture Tractors with related attachments, accessories, and supplies utilizing Sourcewell Contract No. 082923-DAC, EFE, Inc., dba Everglades Equipment Group, Tampa International Airport; Purchase Orders, Grounds Equipment utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.0, Deere and Company, Energreen America Inc., and Bush Hog Inc., Tampa International Airport
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority's Fiscal Year budget provides for the purchase of various ground equipment (agriculture tractors, tractor slope mowers, and mow decks), attachments, accessories, and supplies for the Maintenance Department. New equipment is added to the Fleet on an as-needed basis, and existing equipment is replaced based on years of service and condition evaluation.

The Fleet Maintenance Department purchases and maintains all equipment for the Authority. Utilizing multiple cooperative purchasing contracts will allow for the purchase of needed equipment from dealerships based on availability.

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 EFE, Inc., dba Everglades Equipment Group utilizing Sourcewell Contract No. 082923-DAC for the purchase of agriculture tractors with related attachments, accessories, and supplies for the Term of August 1, 2024 through October 11, 2027, with up to three, additional one (1) year renewal options at the discretion of the Chief Executive Officer contingent upon similar renewals from Sourcewell. This item also authorizes the issuance of Purchase Orders to Bush Hog Inc., Energreen America Inc., and Deere and Company utilizing Florida Sheriffs Association Contract No. FSA23-EQU21.0 for the purchase of grounds equipment for the Term of August 1, 2024 through September 30, 2025.

The total aggregate maximum purchase authorization amount for all Purchase Orders to be issued is \$1,213,000.

Items to be Purchased	Estimated Number of Units
Agriculture Tractors	4
Tractor Slope Mowers	1
HD Mow Decks	5

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to EFE, Inc., dba Everglades Equipment Group, Deere and Company, Energreen America Inc., and Bush Hog Inc. 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	6. Purchase Orders, Replacement Parts of Dabico Preconditioned Air Equipment and Dabico 400hz Ground Power Units, Dabico Airport Solutions Inc., USA, Tampa International Airport
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority currently owns and maintains ground power units manufactured by Dabico Airport Solutions Inc., USA. The Authority maintains an inventory of replacement parts to expedite the repair and maintenance of preconditioned air equipment and ground power units.

Dabico Airport Solutions Inc., USA directly distributes internal control systems for ground power units, including all replacement parts, without utilizing a reseller distribution network.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required product.

On February 28, 2024, a Notice of Intent to Sole Source with Dabico Airport Solutions Inc., USA at Tampa International Airport was publicly advertised. No responses were received.

Proposal:

This item authorizes the issuance of Purchase Orders to Dabico Airport Solutions Inc., USA for the purchase of internal control system replacement parts for Dabico preconditioned air equipment and Dabico 400hz ground power units for the Term of August 1, 2024 through July 31, 2029 in a maximum purchase authorization amount of \$500,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to Dabico Airport Solutions Inc., USA for the purchase of internal control system replacement parts for Dabico preconditioned air equipment and Dabico 400hz ground power units 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.

G. APPROVAL OF THE CONSENT AGENDA

Subject	7. Contract for Computer Based Airport Training System utilizing Broward County Bid #TEC2127018B1, Safety & Security Instruction, Inc., Tampa International Airport, Resolution No. 2024-98
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Operations Department provides training to maintain compliance with FAR Part 139 and 49 CFR Part 1542 to all individuals requiring access to secure areas at Tampa International Airport.

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 a Contract for Computer Based Airport Training Center with Safety & Security Instruction, Inc. utilizing Broward County Bid #TEC2127018B1 for the Term of August 1, 2024 through April 19, 2027, with two, one-year renewal options at the discretion of the Chief Executive Officer, in a maximum purchase authorization amount of \$500,000. The Authority's Vice President of Operations or designee may authorize development and implementation of additional training modules or enhancements by execution of Work Plans without formal amendment to the Contract.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2024-98.

Resolution:

Resolution No. 2024-98 approves and authorizes award and execution of Contract for Computer Based Airport Training Center at Tampa International Airport with Safety & Security Instruction, Inc.; authorizes the Authority's Vice President of Operations or designee to execute Work Plans over the Term of the Contract as needed; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	8. Amendment No. 1 to Lease and Concession Contract for Advertising Services, Lamar Airport Advertising Company, Tampa International Airport, Tampa Executive, Peter O. Knight and Plant City Airports, Resolution No. 2024-87
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On March 5, 2020, the Board approved a Lease and Concession Contract for Advertising Services (Contract) with Lamar Airport Advertising Company (Concessionaire) to provide installation, maintenance, repair, and operating duties for advertising services. The Concessionaire has non exclusive rights to manage, sell, and maintain the advertising locations at Tampa International Airport, Tampa Executive Airport, Peter O. Knight Airport and Plant City Airport.

The initial Term of the Contract was April 1, 2020 through March 31, 2023, with two (2), one-year renewal options.

The Chief Executive Officer (CEO) previously authorized both renewal options under the Contract, resulting in a final termination date of March 31, 2025.

Policy P820, Award of Concession Agreements, allows for negotiation with an existing concessionaire to facilitate the development of the Airport if it is determined by the CEO to be in the best interest of the public and the Authority to negotiate a new agreement with the current concessionaire for continued operation of all or part of the concession privilege.

Proposal:

This item approves and authorizes Amendment No. 1 to the Contract with Concessionaire which extends the Term of the Contract, under the same terms and conditions, for one (1) year for a new termination date of March 31, 2026.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-87.

Resolution:

Resolution No. 2024-87 approves and authorizes execution of Amendment No. 1 to Lease and Concession Contract for Advertising Services at Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports with Lamar Airport Advertising Company; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	9. Agreement for Off-Airport Parking Concession, A-1 Express Services, Inc., Tampa International Airport, Resolution No. 2024-90; Agreement for Off-Airport Parking Concession, GPIF A7 Westshore Operator, LLC, Tampa International Airport, Resolution No. 2024-91; Agreement for Off-Airport Parking Concession, Great Lakes Investments, LLC, Tampa International Airport, Resolution No. 2024-92; Agreement for Off-Airport Parking Concession, Premium Parking Service, LLC, Tampa International Airport, Resolution No. 2024-93; Agreement for Off-Airport Parking Concession, Safeway Parking, LLC, Tampa International Airport, Resolution No. 2024-94
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On August 5, 2021, the Board approved separate Agreements for Off-Airport Parking Concession (Agreements) with A-1 Express Services, Inc., GPIF A7 Westshore Operator, LLC, Great Lakes Investments, LLC, Premium Parking Service, LLC, and Safeway Parking, LLC. These Agreements all expire on September 30, 2024.

Proposal:

This item approves and authorizes new Agreements with A-1 Express Services, Inc., GPIF A7 Westshore Operator, LLC, Great Lakes Investments, LLC, Premium Parking Service, LLC, and Safeway Parking, LLC to operate an off-airport parking concession and to provide transportation for Airport customers to their off-airport location by courtesy vehicle.

The new Agreements commence on October 1, 2024 and expire on September 30, 2027. In accordance with Authority Policy P823, the companies will each pay a privilege fee of eight and one-half percent (8.5%) of gross receipts. The companies will also pay a vehicle per-trip fee of \$4.50 each time a company courtesy vehicle enters Tampa International Airport to pick up Airport customers. Each Agreement can be terminated by the Authority, with or without cause, upon thirty (30) days written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2024-90, 2024-91, 2024-92, 2024-93, and 2024-94.

Resolutions:

Resolution No. 2024-90 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with A-1 Express Services, Inc.; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

Resolution No. 2024-91 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with GPIF A7 Westshore Operator, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

Resolution No. 2024-92 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Great Lakes Investments, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

Resolution No. 2024-93 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Premium Parking Service, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

Resolution No. 2024-94 approves and authorizes execution of Agreement for Off-Airport Parking Concession at Tampa International Airport with Safeway Parking, LLC; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	10. Authorization to Dispose of Surplus Property, Tampa International Airport
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The following property has been determined to be surplus and serves no useful function, or the continued use is uneconomical or inefficient.

Description	QTY	Year Purchased	Asset Tag
1989 24' EMERGENCY RESPONSE TRAILER	1	1989	101283
SCRUBBER-TOMCAT	1	2013	125978
DRONE	1	2019	N/A
CLUBCAR	1	2006	106749
2011 F250 PICK-UP	1	2011	123372
TRACTOR	1	2007	108276
ROTARY CUTTER, JOHN DEERE	1	2007	108275
MOWING DECK, JOHN DEERE	1	2009	120357
COMMERCIAL FRONT MOWER SIDE DISCHARGE, JOHN DEERE	1	2014	128286
TRACTOR W/CANOPY & 72" DECK, JOHN DEERE	1	2014	127541

Proposal:

Authorize disposal of the above-referenced surplus equipment in accordance with Chapter 274, Florida Statutes. Surplus property will be publicly advertised and auctioned at Tampa Machinery Auction, Inc., Royal Auction Group, Bay Area Auction Services, or GovDeals.com, an internet-based auction system.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board authorize disposal of surplus equipment in accordance with Chapter 274, Florida Statutes.

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

G. APPROVAL OF THE CONSENT AGENDA

Subject	11. Master Services Agreement for Electronic Visual Display System, SITA Information Networking Computing USA, Inc., Tampa International Airport, Resolution No. 2024-97
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority installed Electronic Visual Information Displays (EVIDS) in 1998. EVIDS is the Authority's campus-wide information display system that provides baggage belt, flight, and gate information to Tampa International Airport guests. Signature Technologies, Inc., d/b/a Com-net Software (Com-net) developed and installed the software and hardware which supports the EVIDS.

In April 2012, the Board approved a sole source contract with Com-net for maintenance and support of the EVIDS through April 11, 2019. Com-net has since been purchased by SITA Information Networking Computing USA, Inc. (SITA).

In June 2019, the Board authorized the execution of a Master Services Agreement for Electronic Visual Display System with SITA for maintenance and support of the EVIDS for the period of June 6, 2019 through June 5, 2024 in a total not-to-exceed amount of \$2,200,000.

On January 1, 2020, the Authority approved Amendment No. 1 which updated the supported equipment and associated cost. On August 6, 2020, the Authority approved Amendment No. 2 removing onsite support of Authority-owned equipment. On June 5, 2024, Amendment No. 3 was approved by the Authority extending the Term of the Master Services Agreement for 60-days, for a new expiration date of August 6, 2023, to allow the parties to finalize negotiations of a new Master Services Agreement.

On March 20, 2024, a Notice of Intent to Sole Source with SITA for the purchase of maintenance and support for the EVIDS was advertised. SITA holds the intellectual property rights and copyright privileges for AirportVision and does not have agents or authorized dealers. No responses were received.

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

Proposal:

This item authorizes execution of a Master Services Agreement for Electronic Visual Display System with SITA for maintenance and support of the EVIDS for the period of August 6, 2024 through August 5, 2029 in a total not-to-exceed amount of \$800,000.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2024-97.

Resolution:

Resolution No. 2024-97 approves and authorizes execution of Master Services Agreement for Electronic Visual Display System at Tampa International Airport with SITA Information Networking Computing USA, Inc.; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	12. Selection of Firm and Award of Administrative Services Agreement, Recordkeeping for Deferred Compensation Plan, Nationwide Retirement Solutions, Inc., Tampa International Airport, Resolution No. 2024-89
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority sponsors a non-ERISA governmental 457(b) deferred compensation plan and a non-ERISA governmental 401(a) profit sharing plan (Plans). MissionSquare Retirement, formerly International City Management Association Retirement Corporation (ICMA-RC), has been the Authority's recordkeeping and administration service provider since 1977.

Proposal:

On April 2, 2024, an Invitation to Negotiate for Recordkeeping for Deferred Compensation Plan at Tampa International Airport was issued. The Invitation to Negotiate sought proposals from qualified Respondents to serve as the single provider for the Authority's non-ERISA governmental 457(b) deferred compensation plan and 401(a) profit sharing plan.

On May 3, 2024, six (6) Responses were received and evaluated by staff as follows:

- Empowerment Retirement, LLC
- International City Management Association Retirement Corporation doing business as MissionSquare Retirement
- Lincoln Retirement Services Company, LLC
- Nationwide Retirement Solutions, Inc.
- Teachers Insurance and Annuity Association (TIAA)
- Voya Retirement Insurance and Annuity Company (VRIAC)

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 Empowerment Retirement, LLC, Lincoln Retirement Services Company, LLC, and Nationwide Retirement Solutions, Inc. After concluding negotiations, the negotiation committee recommended award to Nationwide Retirement Solutions, Inc. as the firm providing the overall best value to the Authority.

This item authorizes the execution of an Administrative Services Agreement for recordkeeping for deferred compensation plan with Nationwide Retirement Solutions, Inc. The Term of the Administrative Services Agreement is August 1, 2024 through July 31, 2029, with one (1), five-year renewal option exercised at the discretion of the Chief Executive Officer. If the renewal option is exercised, this Administrative Services Agreement will have a final termination date of July 31, 2034.

The Authority may cancel the Administrative Services Agreement for any reason by giving 120 days written notice.

No specific expectancy for W/MBE participation was established.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-89.

Resolution:

Resolution No. 2024-89 approves the selection; authorizes award and execution of Administrative Services Agreement at Tampa International Airport with Nationwide Retirement Solutions, Inc.; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Policies or Rules for Consideration or Action
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

I. COMMITTEE REPORTS

Subject	1. Report of Finance Committee Meeting Held on June 6, 2024
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

Following the June 6, 2024 Authority Board Meeting, the Finance Committee met in the Authority Boardroom, with all Finance Committee members in attendance. In addition to Authority staff, Authority Board Members County Commissioner Harry Cohen and Mayor Jane Castor, as well as external consultant, Johnny Schumacher with Korn Ferry, were in attendance.

After approval of the minutes from the May 2, 2024 Finance Committee Meeting, the Committee reviewed the CEO Position Specification and the process for evaluating each candidate through internal one-on-one candidate meetings with Korn Ferry. After the one-on-one candidate meetings, Korn Ferry will meet with the Finance Committee members in August to update them on Korn Ferry's assessments.

The Committee also discussed the interview process and the timing of the Finance Committee meeting in October. At the conclusion of the meeting, the Committee agreed to cancel the previously noticed August Finance Committee meeting and staff agreed to determine future meeting options.

J. UNFINISHED BUSINESS

Subject	1. Unfinished Business
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

K. NEW BUSINESS

Subject	1. Proposed Capital and Operating Budget for Fiscal Year 2025
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

Background:

The Florida Uniform Special District Accountability Act of 1989 sets forth general provisions for all special districts. These provisions require that all special districts must adopt a budget by resolution each fiscal year.

Proposal:

The Proposed Capital and Operating Budget for Fiscal Year 2025 is being distributed today to the Board Members for their review, along with a presentation on the Proposed Capital and Operating Budget. The proposed Capital and Operating Budget was reviewed with the carriers serving Tampa International Airport on July 24, 2024.

Recommendation:

Approval of the Proposed Capital and Operating Budget for Fiscal Year 2025 will be requested at the next Authority Board Meeting on September 5, 2024.

K. NEW BUSINESS

Subject	2. Hillsborough County Aviation Authority, Tampa International Airport 2024 Series Bonds, 2024B Senior Lien Revenue Bonds, Resolution No. 2024-96
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority's Plan of Finance anticipates the issuance of general revenue bonds to partially or fully fund certain Authority capital projects.

Bond proceeds may also be used to reimburse the Authority for capital expenses incurred prior to the issuance of debt. On March 7, 2024, the Board approved Resolution No. 2024-28 which allows the Authority to pay the costs of the projects listed below before the 2024 Series B Senior Lien Revenue Bonds are issued, and to then reimburse those expenditures from bond proceeds after the 2024 bonds are issued.

On August 8, 2024, the Authority plans to issue the 2024 Series B Senior Lien Revenue Bonds for the projects listed in the table below:

Project Name
7100 23 - Asphalt Overlay - RW10/28 and Misc. Concrete Slab Replacement
8910 23 - Airside E Shuttle Cars, Running Surface, Power, and Signal Rail Replacement
8500 23 - Airside D & Airside D Shuttle
8515 24 - Westside Checked Baggage Screening System Relocation and Upgrades (Design)

The 2024 Series B Senior Lien Revenue Bonds and resulting annual debt service will be paid using Authority general airport revenues. The Authority anticipates utilizing \$375 million of the new debt to fund future expenses related to the above projects and \$50 million to reimburse the Authority for other expenses already incurred by the Authority on certain projects listed above.

Proposal:

This item authorizes the issuance of the Tampa International Airport Senior Lien Revenue Bonds, 2024 Series B (AMT) in an amount not to exceed \$550,000,000.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-96.

Resolution:

Resolution No. 2024-96 approves and authorizes the issuance of Hillsborough County Aviation Authority, Tampa International Airport Senior Lien Revenue Bonds, 2024 Series B (AMT), all in the aggregate principal amount of not to exceed \$550,000,000, for the purpose of financing certain airport projects; approves the form of a Supplemental Trust Agreement with respect to the 2024

bonds and approves certain amendments to the Trust Agreement therein; approves the form of a draft official statement and authorizes the execution of preliminary and final official statements with respect to such bonds; approves the form of a contract of purchase and authorizes the Chairperson or Vice Chairperson to award the sale of such bonds to J.P. Morgan Public Finance on a negotiated basis in accordance with the terms of such contract of purchase as well as the delegation guidelines herein, and approves a continuing disclosure agreement in accordance with SEC Rule 15c2-12; approves the acquisition of credit enhancement if deemed financially advantageous for one or more series of bonds or portions thereof as determined by the Chairperson; designates the registrar, paying agent and authenticating agent for such 2024 bonds; provides certain findings with respect to the foregoing; provides certain other details with respect thereto; and provides an effective date.

K. NEW BUSINESS

Subject	3. Supplemental Contract and Issuance of Purchase Orders, Information Technology Security Solutions and Related Services utilizing Omnia Partners Contract No. 01-170, GuidePoint Security LLC, Tampa International Airport, Resolution No. 2024-88
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Information Technology Services Department requires security solutions and related services to assist with system vulnerability detection, intrusion, firewall, anti-malware protection, data analysis, and threat response.

TD Synnex is an authorized distributor of security technology manufacturers including, but not limited to, Ixia and Varonis. These security technology manufacturers are available under Omnia Partners Contract No. 01-170. TD Synnex sells through authorized resellers and GuidePoint Security LLC is an authorized reseller under Omnia Partners Contract No. 01-170.

Execution of purchase documents including, but not limited to, statements of work outlining requirements, end user license agreements, and service level agreements for support and maintenance are often required to complete purchase transactions.

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 a Supplemental Contract with and issuance of Purchase Orders to GuidePoint Security LLC for information technology security solutions and related services for the period of August 1, 2024 through December 31, 2026, with two, one-year renewal options at the discretion of the Chief Executive Officer, in a total maximum purchase authorization amount of \$3,400,000.

The Supplemental Contract allows for the inclusion of statutorily required and other Authority language.

In addition, this item authorizes the Chief Executive Officer or designee to execute all purchase documents required to complete the purchase transactions including, but not limited to, statements of work, end user license agreements, and service level agreements.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2024-88.

Resolution:

Resolution No. 2024-88 approves and authorizes execution of Supplemental Contract with and issuance of Purchase Orders to GuidePoint Security LLC; authorizes the Chief Executive Officer or designee to execute all purchase documents; and authorizes the Chief Executive Officer or

designee to execute all other ancillary documents.

L. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

M. CEO Annual Review

Subject	1. CEO Annual Review
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

In accordance with the terms of the Employment Contract with the Authority's Chief Executive Officer (CEO), Authority Board Members must complete a performance evaluation on the CEO and review overall CEO compensation each year.

Proposal:

Five Board Members have completed their evaluations of the CEO and submitted them to the Human Resources Department. The CEO was measured in five areas on a scale of 1-5 (with 5 being the highest score). The resulting combined average score is 5.0/5.0.

The Board will review the CEO's performance and compensation and consider updates to the CEO's Employment Contract.

Funding:

N/A

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

N. ADJOURNMENT

Subject	1. Adjournment
Meeting	Aug 1, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural
