



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

Thursday, November 7, 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, November 7, 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. Interlocal Agreement, Traffic Signal Maintenance and Operation Services, City of Tampa, Tampa International Airport, Resolution No. 2024-119
2. Purchase Orders, Flooring Materials with Related Supplies and Services utilizing Sourcewell Contract No. 061323, Shaw Integrated and Turf Solutions Inc., Tampa International Airport
3. Purchase Orders, Electrical Testing and Repair Services utilizing Lee County BOCC Contract No. RFP200466BJB, Circuit Breaker Sales, LLC., Tampa International Airport
4. Purchase Orders, Consulting and Other Related Services utilizing The Interlocal Purchasing System Contract No. 230601, Plante & Moran, PLLC, Tampa International Airport
5. Authorization to Dispose of Surplus Property, Tampa International Airport

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 October 30, 2024

J. UNFINISHED BUSINESS

1. Unfinished Business

K. NEW BUSINESS

1. Construction Contract, Short Term Parking Garage Level 4 and Ramps Rehabilitation & Departure Drive Rehabilitation, HCAA Project Nos. 7120 23 & 7265 24, Restocon Corporation, Tampa International Airport, Resolution No. 2024-121

L. STAFF REPORTS

1. Staff Reports

M. ADJOURNMENT

1. Adjournment



**Thursday, November 7, 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	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Nov 7, 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	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Interlocal Agreement, Traffic Signal Maintenance and Operation Services, City of Tampa, Tampa International Airport, Resolution No. 2024-119
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority has maintained an Interlocal Agreement with the City of Tampa for the maintenance and operation services of traffic signals at Tampa International Airport since 1985. The current Interlocal Agreement expires on January 20, 2025.

Proposal:

This item authorizes the execution of a new Interlocal Agreement with the City of Tampa for the maintenance and operation services of traffic signals at Tampa International Airport for a five-year Term beginning January 21, 2025 and ending January 20, 2030, with one, five-year renewal option by mutual agreement between the City of Tampa and the Authority Chief Executive Officer, in a maximum purchase authorization amount, including the renewal option, of \$550,000 based on a projected three percent (3%) escalation each year of the Interlocal Agreement. Either party may terminate the Interlocal Agreement, in whole or in part, with or without cause, upon furnishing the other party at least 180 days' written notice of such termination.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2024-119.

Resolution:

Resolution No. 2024-119 approves and authorizes execution of Interlocal Agreement for Traffic Signal Maintenance and Operation Services at Tampa International Airport with the City of Tampa; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Purchase Orders, Flooring Materials with Related Supplies and Services utilizing Sourcewell Contract No. 061323, Shaw Integrated and Turf Solutions Inc., Tampa International Airport
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority's Capital and O&M Budgets provide for the purchase of various flooring materials including, but not limited to, carpet tile, ceramic tile, wood, resilient, and broadloom carpet, as well as related supplies and services.

The Authority previously utilized Sourcewell Contract No. 080819 which expired on October 11, 2024.

Replacement flooring is anticipated to be needed at several airside, including boarding bridges, TSA, and tenant spaces, due to the scheduled bi-annual replacement of walk-off carpet and tile.

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 Shaw Integrated and Turf Solutions Inc. for the purchase of flooring materials, supplies, and services utilizing Sourcewell Contract No. 061323 for the Term of November 7, 2024 through August 9, 2027, with up to three additional, one-year renewal options at the discretion of the Chief Executive Officer contingent upon similar renewals from Sourcewell, in a maximum purchase authorization amount of \$975,000.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to Shaw Integrated and Turf Solutions 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	3. Purchase Orders, Electrical Testing and Repair Services utilizing Lee County BOCC Contract No. RFP200466BJB, Circuit Breaker Sales, LLC., Tampa International Airport
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Tampa International Airport has approximately 66 circuit breakers throughout the four airside that require cleaning, lubricating, adjusting, and testing by a certified technician to remain in compliance. The Authority currently utilizes Lee County BOCC Contract No. RFP200466BJB to perform this service.

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 Circuit Breaker Sales, LLC. for cleaning, lubricating, adjusting, and testing Authority-supplied circuit breakers utilizing Lee County BOCC Contract No. RFP200466BJB for the Term of November 7, 2024 through April 20, 2027 in a maximum purchase authorization amount of \$250,000.

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 Circuit Breaker Sales, LLC. 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	4. Purchase Orders, Consulting and Other Related Services utilizing The Interlocal Purchasing System Contract No. 230601, Plante & Moran, PLLC, Tampa International Airport
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Internal Audit Department needs to temporarily augment internal capacity in areas of staff oversight, audit execution, annual report tasks, audit committee meeting and reporting tasks, and other administrative responsibilities.

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 Plante & Moran, PLLC for consulting and other related services utilizing The Interlocal Purchasing System Contract No. 230601 for the Term of November 7, 2024 through August 31, 2028, with one, one-year renewal option, in a maximum purchase authorization amount of \$200,000.

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 Plante & Moran, PLLC 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	5. Authorization to Dispose of Surplus Property, Tampa International Airport
Meeting	Nov 7, 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
E450 SHUTTLE BUS	1	2012	12500
F-150 ½ TON PICK UP TRUCK	3	2005, 2008, 2012	107484, 124813, 100340
PUSH MOWER	3	N/A	N/A
15' FLEX-WING CUTTER	1	2016	703031
7X20 LANDSCAPE TRAILER	1	2009	121879
HEAVY-LOAD ELECTRIC CART	1	2018	211747
GAS GOLF CART	1	2016	706010
THERMAL IMAGER	1	2017	600011

Proposal:

Designate the above property as surplus and authorize disposal 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 designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes.

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

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Policies or Rules for Consideration or Action
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

I. COMMITTEE REPORTS

Subject	1. Report of Finance Committee Meeting Held on October 30, 2024
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

The Finance Committee met on Wednesday, October 30 to discuss the selection of the next Aviation Authority CEO. Finance Committee Members General Chip Diehl, Robert Watkins, and Gary Harrod were in attendance. Board Members Mayor Jane Castor and Hillsborough County Commissioner Harry Cohen also attended the Meeting. Additionally, Michael Bell and Johnny Schumacher from the executive recruitment firm assisting the Board with the selection process, Korn Ferry, attended the Meeting.

Mr. Bell led the Meeting with a presentation that covered an overview of the CEO selection process thus far, including the timeline, candidate success criteria, and key takeaways from the Board Member interviews conducted in September. After the presentation, Finance Committee Members discussed their preferred candidates and whether to advance a recommendation to the full Board of one, two, or all four finalists. Following a discussion, the Finance Committee voted to recommend John Tiliacos and Michael Stephens as the top two finalists to the full Board.

J. UNFINISHED BUSINESS

Subject	1. Unfinished Business
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

K. NEW BUSINESS

Subject	1. Construction Contract, Short Term Parking Garage Level 4 and Ramps Rehabilitation & Departure Drive Rehabilitation, HCAA Project Nos. 7120 23 & 7265 24, Restocon Corporation, Tampa International Airport, Resolution No. 2024-121
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project consists of rehabilitation of Level 4 & Level 5 of the Short Term Parking Garage, the Entry and Exit Ramps for the Short Term Parking Garage, and the Red and Blue Departure Drives at Tampa International Airport. The drive lanes area of Short Term Parking Garage Level 4 will be repaired, waterproofed, and the entire area will be re-striped. Overhead concrete repairs will be performed on Level 5. The entire area of the Short Term Parking Garage Entry and Exit Ramps will be repaired, waterproofed, and re-striped. The entire area of the Blue Departure Drive will be repaired, waterproofed, and re-striped. The entirety of the expansion joints on the Red Departure Drive will be replaced.

An Invitation to Bid was issued on July 31, 2024.

Proposal:

On October 14, 2024, three (3) Bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Restocon Corporation	\$3,494,552.00
Concrete Protection & Restoration, LLC	\$3,744,320.00
Gutknecht Construction Company*	\$4,418,625.84

*Gutknecht Construction Company was deemed non-responsive for failing to meet the prescribed W/MBE Goal.

The lowest responsive and responsible Bidder is Restocon Corporation.

A W/MBE Goal participation rate of 4% was prescribed and a W/MBE Goal participation rate of at least 5.5% 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. 2024-121.

Resolution:

Resolution No. 2024-121 approves and authorizes award and execution of Construction Contract for Short Term Parking Garage Level 4 and Ramps Rehabilitation & Departure Drive Rehabilitation, HCAA Project Nos. 7120 23 & 7265 24, at Tampa International Airport with Restocon Corporation in the amount of \$3,494,552.00; approves rejection of the Bid received from Gutknecht Construction Company as non-responsive; 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.

L. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

M. ADJOURNMENT

Subject	1. Adjournment
Meeting	Nov 7, 2024 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural
