

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
April 1, 2021

A Regular Board Meeting of the Hillsborough County Aviation Authority was held both in person and by electronic means of communications media technology.

Mr. Harrod welcomed everyone to the April 1, 2021 Regular Board Meeting and announced that General Diehl would not be in attendance at the meeting.

Board Members present were: Gary Harrod, Robert Watkins, Commissioner Stacy White, and Mayor Jane Castor.

Authority staff members physically present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Michael Kamprath, Scott Knight, Elita McMillon, Veronica Cintron, Teresa Howell, Violet Cummins, Jeff Siddle, James Tarro, Laurie Noyes and Paul Ridgeway.

Authority staff members that appeared electronically were Rob Porter, Adam Bouchard, Ann Davis, Barbara Grilli, Brandon Taugner, Brett Bell, Brett Fay, Brian Miles, Beth Zurenko, Carol Marino, Cheryl Hawkins, Chief Charlie Vazquez, Chris Reyes, Christina Boulnois, Christine Kohl, Dan Johnson, Darius Banks, Dean Hopkins, Devon Barnett, Don Fizell, Diane DiRocco, Danny Valentine, Ed Haines, Emily Nipps, Eleanor Robichaud, Frank Grandich, Helen Power, James Hanney, Joel Feldman, John Mallory, Jon Vaden, Kate Webb, Keith Fleming, Kelly Abreu, Kerry Duris, Kevin Podsiad, Keith Flynn, Kristin Schmidt, Luis Galan, Mandi Schuler, Marcus Session, Mary Baltzell, Matthew Deloatche, Melissa Solberg, Monique Puentes, Michelle Benjamin, Nick Djimas, Patricia Julian, Randy Forister, Rich Coudurier, Rebecca Waterman, Roop Johal, Stephanie Douglas, Thomas Johnson, Tom Thalheimer, and Tony Conza.

General Counsel Stephens announced that pursuant to TSA Security Directive 1542-21-01, which went into effect on February 1, 2021, all participants within the Main Terminal are required to wear masks at all time during the meeting and even when speaking unless actively engaged in eating or drinking activities.

The Pledge of Allegiance was recited.

Chairman Harrod called the Meeting to Order.

Mr. Harrod welcomed Commissioner White who had just arrived at the meeting.

Mr. Lopano announced that at the March Board Meeting General Counsel Stephens advised of the possibility of holding an Attorney-Client Closed Session at today's Board Meeting. There will be no need to hold that session at this meeting.

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

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

Chairman Harrod then moved to Public Comments. Any person who attended in person would have the opportunity to address the Board. He reminded the public that provisions were made for any member of the public attending electronically and who desired to participate in the public comments portion of the meeting to have access to the meeting. Anyone wishing to be heard was instructed on the public notice for this meeting and on the Tampa International Airport website to email the Board Services Administrator at publiccomments@tampaairport.com. The deadline for receiving public comments was at 8:00 a.m. on April 1, 2021. Any comments that were received by that deadline would be read by Legal Affairs. Emailed public comments would be afforded equal consideration as if the public comments were offered in person.

There were no Public Comments.

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

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

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

Upon motion of Robert Watkins, seconded by Mayor Castor, the Minutes of the Regular Board Meeting held on March 4, 2021 was unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Mr. Lopano informed the Board that the Aviation Authority had been named one of the region's top workplaces by the Tampa Bay Times. At number 12, it was the highest ranking government organization on the list of big companies.

Chris Minner, Executive Vice President of Marketing and Communications, then began with the Performance Assessment Report.

Total passenger traffic for the month of February was nearly half of where it had been a year ago. It is now the middle of Spring Break and that number continues to improve.

International traffic was down 97.5%. Several carriers had come back in December but recent spikes in Coronavirus and government restrictions have required some of the carriers to suspend flights.

Total air carrier operations were down 39.9% which is a reflection that planes are not flying 100% full.

Mr. Minner then gave an update on Public Art with the installation entitled Poe by local artist Jason Hackenwerth and an untitled installation by artist Soo Sunny Park.

Wrestlemania 37 will be in Tampa on April 10 and 11th.

Tampa International Airport will be celebrating its 50th anniversary in the month of April. There has been a call to the public on social media to share photos and memories.

There were nearly 1,500 new followers on social media last month resulting in \$2.4 million of earned media value.

Mr. Watkins asked Mr. Minner when international flights may open to the Caribbean, Panama and Canada. Mr. Minner mentioned that there were some encouraging signs but it has been asymmetric in terms of a vaccine rollout internationally.

John Tiliacos was next with an update on biometric facial recognition technology. This technology is a congressionally mandated initiative. It will provide a faster, more efficient arrival and departure process for international passengers. Entry biometrics are used by U.S. Customs Officers to process all passengers arriving from other countries. Exit biometrics are utilized for all departing passengers on international flights.

Entry biometrics was implemented at Tampa International Airport two weeks ago. This process relies on facial recognition technology to facilitate the passenger clearance process. It provides a faster, more efficient touchless experience for both passenger and the CBP officer. Passengers are no longer required to present their passport and visitors to the U.S. are no longer required to be fingerprinted.

The Exit Biometrics will be in place at 11 gates by this summer.

Chairman Harrod also inquired about the eye scanner technology that he has seen at other airports. Mr. Tiliacos explained this technology is helpful at airports that have long TSA lines. Having 4 distinct checkpoints at TPA helps passengers get through quickly. Typically the eye scanner technology is

utilized at airports with a single checkpoint. Mr. Minner also added these scanners require a significant footprint and the security checkpoints at TPA are narrow.

Laurie Noyes was next to report on the new online booking system that launched on April 6, 2021. This online parking system can be accessed on the tampaairport.com home page or I Park TPA to choose a garage and book up to a year in advance providing a touchless experience.

With the launch of the new system, there will be a parking rate increase of \$2 per day. This increase was approved by the Board at the February 2020 Board Meeting. Booking online will always offer the best parking rate. The soft launch yielded more than 835 transactions. Thirty passengers also chose to upgrade their parking garage.

The second touchless experience, dubbed TPA TO GO, offered customers a quick way for food to be picked up and delivered. Passengers and employees can go to TPAtoGo.com or download the Grab app to have food delivered to them throughout the entire Airport. During the testing period nearly 100 employee orders were placed, resulting in \$2,000 in sales.

Paul Ridgeway was next to report on the cleaning techniques and technologies at Tampa International Airport.

Airports Council International selected Tampa International Airport as one of only 6 airports in North America to be recognized with the new award for the best hygiene. The Authority's janitorial services provider, Flagship Airport Services, responded to the pandemic with new equipment and technology. New equipment includes electrostatic sprayers that are used to disinfect airside shuttles, passenger elevators and touchpoints. Escalator cleaning systems sanitize handrails in a few minutes. Hyback systems deep clean restrooms including fixtures, walls and floors. Autonomous floor cleaning machines are being used at Airside C and the Rental Car Center. There is also a program that includes passenger counters at each terminal restroom. This data is compiled to provide management with the information they need to adjust staffing across multiple terminals to meet the needs of the restrooms.

This concluded Mr. Lopano's Management Report.

Chairman Harrod then moved on to the Consent Agenda and asked if anyone would like to have anything set aside for further consideration.

Upon motion of Robert Watkins, seconded by Mayor Castor, the Consent Agenda was approved by all Board Members present.

The following items were contained in the Consent Agenda.

Item G1

Space Rental Agreement, Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2021-31

Deutsche Lufthansa AG (Lufthansa) currently leases 269 SF of space in the Main Terminal Ticketing Level at Tampa International Airport (Airport) through a Space Rental Agreement. Lufthansa's current Space Rental Agreement expired on March 31, 2021.

As of October 1, 2020, all airlines will operate at the Airport under a Rates by Resolution, and any tenant wishing to lease space at the Airport will be required to enter into a Space Rental Agreement (SRA) with the Authority.

This SRA has an initial term effective April 1, 2021 and terminating September 30, 2021, with five (5) separate one (1) year renewal options upon sixty (60) days written request prior to the expiration of the then existing term and written approval by the Authority's CEO (Renewal Options). If all Renewal Options are exercised, the SRA will have a final termination date of September 30, 2026.

The SRA has standard terms, including, but not limited to, environmental, insurance, and indemnity. Utilizing Fiscal Year 2021 Signatory rates, Lufthansa leases Ticketing Level space at \$206.79 per square foot. This SRA provides for an annual rental rate adjustment.

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Ticketing Level	207	\$206.79	\$42,805.53	\$3,567.13
TOTAL			\$42,805.53	\$3,567.13

Management recommended adoption of Resolution No. 2021-31.

Resolution No. 2021-31 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Deutsche Lufthansa AG; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item G2

Space Rental Agreement (Radio Base Station), DAL Global Services, LLC, Tampa International Airport, Resolution No. 2021-32.

DAL Global Services, LLC (Unifi) operates at Tampa International Airport under an Operating Agreement for Ground Handlers (Limited Service). In support of those operations, Unifi desires to

lease space in the Penthouse of the Yeager Elevator Core in the Main Terminal at Tampa International Airport for a radio base station unit and associated antenna (Radio Base Station).

This item authorizes the lease to Unifi of common use space in the Penthouse of the Yeager Elevator Core in the Main Terminal at Tampa International Airport for the purpose of installing, maintaining and operating one Radio Base Station and associated antennae. The term of the Agreement commences April 1, 2021 and will expire September 30, 2021, concurrently with all other similar agreements. The Agreement is contingent upon Unifi maintaining its Operating Agreement for Ground Handlers (Limited Service). The Agreement may be terminated without cause by either party upon 30 days' written notice. The annual rent under the Agreement is \$1,200.00, payable in monthly installments of \$100.00, plus sales tax.

Management recommended adoption of Resolution No. 2021-32.

Resolution No. 2021-32 approved and authorized execution of Space Rental Agreement (Radio Base Station) at Tampa International Airport with DAL Global Services, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Chairman Harrod then proceeded to Policies or Rules for Consideration or Action.

There was one item that was contained in Policies or Rules for Consideration or Action.

Item H1

Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P410, Procurement, presented by Damian Brooke.

Policy P410, Procurement, establishes guidelines for the procurement of construction, improvements, repairs, or work of any nature, as well as equipment, materials, supplies, and services.

Currently, Policy P410 states the cone of silence begins with advertisement and ends with Board selection. Staff recommends revising Policy P410 to modify the cone of silence provision to begin on the date solicitation documents are posted on the Authority website. The purpose for this change is to facilitate running a weekly general advertisement in two newspapers informing the public that all active solicitation documents can be found on the Authority website versus specific advertisements for each individual solicitation. Advertisement for individual solicitations where specific details are required, such as but not limited to CCNA solicitations, or as otherwise requested, will still run individually.

Staff also recommends revising Policy P410 to provide general changes to specify that services are included under Standardized Purchases.

The Chief Executive Officer recommended approval of the revisions to Policy P410, Procurement.

Upon motion of Robert Watkins, seconded by Mayor Castor, update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P410, Procurement, was unanimously approved by all Board Members present. No resolution was required.

Chairman Harrod then proceeded to Committee Reports. Mr. Watkins presented the report in General Diehl's absence.

Item I1

Mr. Watkins reported that a joint meeting of the Audit Committee and the Auditor Selection Committee was held on March 8, 2021 with all members in attendance.

The representatives from the Authority's external audit firm RSM US presented draft results for the fiscal year 2020 external financial audit. They have also issued an unmodified or clean opinion of the financial statements and the four required compliance reports. A copy of the combined report has been posted to the Authority's website for public access and a copy was emailed to each of the Board Members. The Director of Internal Audit presented fiscal year 2020 accomplishments and the fiscal year 2021 proposed audit plan. She also provided information regarding the status of unresolved audit recommendations.

The Senior Manager of Procurement Noncapital Programs and Material Management gave a briefing regarding the financial external audit services solicitation and led the auditor selection committee through discussions and ranking of responses to the financial external audit services solicitation. The committees recommended ranking and award for financial external audit services that will be presented today in New Business.

Chairman Harrod then moved on to Unfinished Business. The following items were contained in Unfinished Business.

Item J1

Part 2 Supplemental Contract A for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2021-25, presented by Jeff Siddle.

This Project will refurbish and expand Tampa International Airport's restrooms at Airsides A (ramp level boarding lobby restroom), C and F.

On August 14, 2019, a Request for Qualifications for Design-Build Services entitled Airsides A, C and F Restroom Refurbishment and Expansion at Tampa International Airport was issued.

On December 5, 2019, the Board approved negotiations with the number one ranked firm, HCBeck, Ltd. d/b/a The Beck Group.

On February 6, 2020, the Board approved a Part 1 Contract for Design-Build Services with a maximum purchase authorization amount of \$2,005,275 for basic services and reimbursable expenses.

On October 1, 2020, the Board approved a Part 2 Contract for Design-Build Services with a maximum purchase authorization amount of \$4,068,898 for prescriptive demolition, new partitions, finishes, fixtures, accessories, and all associated mechanical, electrical and plumbing work for Airsides A and F.

This Part 2 Supplemental Contract A for Design-Build Services provides for prescriptive demolition, new partitions, finishes, fixtures, accessories, and all associated mechanical, electrical and plumbing work for Airside C. This scope also includes moving Southwest Airlines into a temporary office space while their boarding level spaces are renovated.

The maximum purchase authorization for this Part 2 Supplemental Contract A for Design-Build Services will be \$7,446,190, bringing the total combined Project Contract amount to date to \$11,515,088.

This Part 2 Supplemental Contract A for Design-Build Services will incorporate a W/MBE participation of at least 32.9% for design and 23.2% for construction.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2021-25.

Mr. Watkins moved the motion. Chairman Harrod asked for a second. Commissioner White asked to speak once there was a second.

Mayor Castor seconded the motion.

Commissioner White thanked staff for the Procurement process briefing he had the other day. He had requested this at the last Board meeting and he had wanted to say for the record that he would be supporting both items under Section J because they predated him by over a year.

Commissioner White noticed that with both items the Procurement process started with a RFQ. He was wondering if the Authority had the ability to start the Procurement process with an RFP.

Commissioner White said that he is familiar with governmental boards and other quasi-governmental boards but that starting off the process with an RFQ seems unusual even though he has seen it done.

Mr. Brooke explained that there are certain types of procurements that have to be done with an RFQ that fall within the CCNA statute. Commissioner White had asked if this particular procurement fell within the CCNA statute. Mr. Siddle said that was correct. Whenever there was a need for professional services from an architect, engineer or surveyor they would need to have an RFQ to comply with the CCNA statute.

Ed Haines, Vice President of Procurement, who was attending electronically, reiterated that anything that involves hiring of an architect, engineer, construction manager or design builder would fall within the CCNA statute. The statute clearly says you must evaluate solely based on qualification and go through a ranking process and obtain authorization to go in order of the ranking to negotiate a contract. That contract then needs to come back to the Board.

Commissioner White said the information was very helpful and that he would be supporting both items.

Chairman Harrod advised the motion was moved by Mr. Watkins and seconded by Mayor Castor and he called for the vote.

Part 2 Supplemental Contract A for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20 at Tampa International Airport with HCBeck, Ltd. d/b/a The Beck Group was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee to execute all other ancillary documents by adoption of Resolution No. 2021-25.

Item J2

Part 2 Contract for Design-Build Services, Airside A Boarding Bridges, PCA AHU, and GPU Replacements, HCAA Project No. 8405 20, Manhattan Construction Company, Tampa International Airport, Resolution No. 2021-26, presented by Jeff Siddle.

Airside A opened in 1995 with 14 gates equipped with Passenger Boarding Bridges (PBB), Pre-Conditioned Air Handler Units (PCA AHU) and Ground Power Units (GPU). In 2002, an additional PBB was installed making a total of 15 PPBs at Airside A. The PBBs, PCA AHUs and GPUs are nearing their end of useful life and are in need of replacement.

On January 29, 2020, a Request for Qualifications entitled Airside A Boarding Bridges, PCA AHU, and GPU Replacements at Tampa International Airport was issued.

On June 4, 2020, the Board approved negotiations with the number one ranked firm, Manhattan Construction Company.

On August 6, 2020, the Board awarded a Part 1 Contract for Design-Build Services in the amount of \$1,637,137 for the design of the Project.

The scope of work of this Part 2 Contract for Design-Build Services will include the construction and replacement of 15 boarding bridges and related equipment.

The maximum purchase authorization for this Part 2 Contract for Design-Build Services will be \$20,052,119, bringing the total combined Project Contract amount-to-date to \$21,689,256.

This Part 2 Contract for Design-Build Services will commence on April 1, 2021. Substantial completion of the Project is anticipated on April 29, 2022.

The Part 2 Contract for Design-Build Services will incorporate a DBE participation of 20.4% for design and 8.0% for construction.

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

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2021-26.

On a motion by Robert Watkins, seconded by Commissioner White, Part 2 Contract for Design-Build Services, Airside A Boarding Bridges, PCA AHU, and GPU Replacements, HCAA Project No. 8405 20 at Tampa International Airport with Manhattan Construction Company was unanimously approved by all Board Members present; staff was authorized to use Owner's Direct Purchase Program, if appropriate; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-26.

Chairman Harrod then proceeded to New Business.

Item K1

The first item under New Business was Purchase Order(s), Furniture utilizing State of Florida Contract Number 56120000-19-ACS, HCAA Project Nos. 8205 18 and 8226 17, Tampa International Airport, presented by Jeff Siddle.

The Main Terminal Curbside Expansion (MTCE) Program and the SkyCenter Site Development Project, HCAA Project Nos. 8205 18 and 8226 17, include the construction of a new single-story, 34,000+ square foot office space within the Long Term Parking Garage for the Police and Maintenance offices. As part of the MTCE Program, the relocation of the Police and Maintenance offices is required from the current location in the Authority Administrative Services Building (Building) to the newly

constructed Police and Maintenance offices in the Long Term Parking Garage in advance of the Building's demolition for the construction of the future Red Side Curb Expansion.

The purpose of this authorization is to purchase and install the furniture in the newly constructed Police and Maintenance offices in the Long Term Parking Garage.

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.

Authorize the use of State of Florida Contract Number 56120000-19-ACS for the issuance of purchase orders to companies authorized to sell furniture under such Contract for the purchase of furniture at Tampa International Airport in a total maximum purchase authorization of \$551,000.

This item is included in the Master Plan Capital Budget.

Upon motion of Robert Watkins, seconded by Mayor Castor, the issuance of purchase orders to companies authorized to sell furniture under State of Florida Contract No. 56120000-19-ACS was unanimously approved by all Board Members present, and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents.

General Counsel Stephens interjected and said before we move on from Item K1, he would like to make the Board Members aware that there was a scrivener's error in the final published Agenda as it relates the item that Mr. Siddle just presented. The summary for that Agenda item incorrectly referenced HCAA Project No. 82 3018. The correct project number that should be referenced in the published Agenda is HCAA Project No. 82 0518. This is a scrivener's error and has not effect on the substance of the item.

Item K2

Selection of Firm and Award of Contract, On-Site Data Collection for ACI Passenger Survey, Integrated Insight, Inc., Tampa International Airport, Resolution No. 2021-27, presented by Chris Minner.

The Authority has participated in the Airport Service Quality (ASQ) Survey offered by Airports Council International (ACI) since 2012. The ASQ Survey is the only international survey program intended to measure passengers' satisfaction while traveling through airports in order to better understand passenger needs and identify areas for improvement. The ASQ Survey uses a uniform methodology across all airports to allow for benchmarking of scores amongst airports and analysis of industry standards for outstanding service.

On November 4, 2020, a Request for Proposals was issued for On-Site Data Collection for ACI Passenger Survey. The services include performing and managing data collection at Tampa

International Airport, as well as planning the fieldwork and managing the team that will perform the fieldwork.

On January, 7, 2021, six responses were received and evaluated by staff. The following firms are listed in order of technical ranking:

1. Integrated Insight, Inc.
2. KPI North America
3. Brand Intuition, LLC dba Study Hall Research
4. Global Resource Management, Inc.
5. Downs & St. Germain Research, Inc.
6. ANIK, Inc.

No specific expectancy for W/MBE participation was established.

The initial term of the Contract for On-Site Data Collection for ACI Passenger Survey (Contract) is July 1, 2021 through June 30, 2023 with two discrete, one-year renewal options at the discretion of the Chief Executive Officer. The maximum purchase authorization for the term of the Contract, including renewal options, is \$192,000. The Authority may cancel the Contract with or without cause by giving thirty (30) days written notice.

This item is included in the O&M Budget.

The Chief Executive Officer recommended ranking the firms in the order listed above and award to the top ranked firm.

Upon motion of Commissioner White, seconded by Robert Watkins, the Contract for On-Site Data Collection for ACI Passenger Survey at Tampa International Airport with Integrated Insight, Inc. was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-27.

Item K3

Selection of Firm and Award of Contract, Financial External Audit Services, RSM US LLP, Tampa International Airport, Resolution No. 2021-28, presented by Robert Watkins.

The Authority is required to have an audit performed annually by an external auditor. Various Authority agreements and State law require that the annual financial audit be performed by an independent public certified accountant. The Authority is also subject to audit as a recipient of federal and state grants and passenger facility charges. The Authority is currently contracted with RSM US

LLP to provide financial external audit services. The current contract for these services expires June 1, 2021.

Under Florida Statute Section 218.391, the Authority is required to establish an Auditor Selection Committee to assist the Board in the selection of an auditor to conduct the annual financial audit. Authority Policy P104 provides that the Audit Committee will serve as the Auditor Selection Committee (ASC). Authority Policy P403 states that the ASC will establish factors to use for evaluation, evaluate the responses, and present their ranking and recommendation of the top ranked firms to the Board for selection.

On August 17, 2020, the ASC approved the minimum qualifications, evaluation criteria, and the Advisory Team for the Financial External Audit Services solicitation.

On October 7, 2020, a Request for Proposals was issued for Financial External Audit Services. The scope of work includes performing annual audits in accordance with Governmental Auditing Standards.

On January 6, 2021, six responses were received and analyzed by the Advisory Team. The response received from BKD, LLP was deemed non-responsive for failing to meet the minimum qualifications set forth in the Request for Proposals.

The Advisory Team presented their analysis to the ASC on March 8, 2021 during the Joint Meeting of the Audit Committee and Auditor Selection Committee. At that time, the ASC voted on the final ranking of responses, taking into consideration the evaluation criteria, the qualified responses received, the Advisory Team's analysis for each qualified response, and the Advisory Team's recommended ranking.

The following firms are listed in order of ranking approved by unanimous vote of the ASC.

1. RSM US LLP
2. Plante & Moran, PLLC
3. Cherry Bekaert LLP
4. MSL, P.A.
5. Carr, Riggs, & Ingram, LLC

The initial term of the Contract for Financial External Audit Services (Contract) is for the period of June 2, 2021 through June 1, 2026, with one, two-year renewal option at the discretion of the Chief Executive Officer. The maximum purchase authorization for the term of the Contract, including the renewal option, is \$1,436,245. The Authority may cancel the Contract with or without cause by giving thirty (30) days written notice.

A W/MBE expectancy participation rate of at least 20% is incorporated into the Contract.

This item is included in the O&M Budget.

The Auditor Selection Committee recommended ranking the firms in the order listed above and award to the top ranked firm.

Upon motion of the Auditor Selection Committee, seconded Commissioner White, the Contract for Financial External Audit Services at Tampa International Airport with RSM US LLP was unanimously approved by all Board Members present; the rejection of the response received from BKD, LLP was approved; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by approval of Resolution No. 2021-28.

Mr. Watkins thanked the Audit Selection Committee for their time and effort.

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

Jeff Siddle started his report with an updated on the SkyCenter One office building. JE Dunn will complete their work by the end of next month on the office tower.

The Taxiway A bridge was opened on Monday with JetBlue being the first aircraft to cross.

Cone and Graham will start putting the base down for the roadway expansion project. The work should be completed by October or November.

The Police and Maintenance offices will be in the Long Term Parking Garage on Level 1. Good progress is being made and the work is about 30% complete. This initiative should be done by the end of the year.

There are boilers that are being installed inside the Central Utility Plant (CUP). The elevator stair core was installed by the contractor a few weeks ago. The contractor is reporting that they will be done with the CUP in July. Then there will be work done on the inside with running the engines before it goes live and is turned over in October.

The last item was the budget slide. It is being forecasted to be a little over \$543 million. If it does continue to trend over, a budget amendment will be brought to the Board.

This concluded Staff Reports.

Before adjourning the meeting, Mr. Stephens requested an Attorney-Client Closed Session be held at the May 6, 2021 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

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

Gary W. Harrod, Chairman

Jane Castor, Secretary