



**NOTICE OF PUBLIC MEETINGS
HILLSBOROUGH COUNTY AVIATION AUTHORITY**

The evaluation committee is scheduled to meet at the times, dates and locations listed below to review and evaluate the responses for RFP No. 83008 for Executive Search Services at Tampa International Airport.

| Meeting | | Time | Date | Conference Room |
|-----------------------------------|--|------------|------------------|---|
| Minimum Qualifications Evaluation | Public In person or via Microsoft Teams | 10:30 a.m. | October 16, 2020 | In person option: Lobby A Conference Room By Microsoft Teams option: Microsoft Teams Information: Conference ID: 706 298 665# Local Call-In: +1 813-694-2596 Join Microsoft Teams Meeting |
| Technical Evaluation | Public In person or via Microsoft Teams | 9:00 a.m. | November 2, 2020 | In person option: Earhart Conference Room By Microsoft Teams option: Microsoft Teams Information: Conference ID: 143 207 511# Local Call-In: +1- 813-694-2596 Join Microsoft Teams Meeting |

| | | | | |
|-------------------------------|--|-----------|------------------|---|
| Technical Evaluation | Public In person or via Microsoft Teams | 9:00 a.m. | November 3, 2020 | In person option: Lobby A Conference Room By Microsoft Teams option: Microsoft Teams Information: Conference ID: 644 525 040# Local Call-In: +1- 813-694-2596 Join Microsoft Teams Meeting |
| Interviews | Non-Public | TBD | November 4, 2020 | Lobby B Conference Room |
| Interviews | Non-Public | TBD | November 5, 2020 | Lobby A Conference Room |
| Final Technical Evaluation | Public In person or via Microsoft Teams | 9:00 a.m. | November 6, 2020 | In person option: Lobby A Conference Room By Microsoft Teams option: Microsoft Teams Information: Conference ID: 387 543 536# Local Call-In: +1- 813-694-2596 Join Microsoft Teams Meeting |

The Lobby conference rooms are located in the Administrative Offices Building, adjacent to the Main Terminal. Take the elevator or escalator to the 2nd floor of the Main Terminal. Go to the Yeager elevators on the red side. Exit through the sliding glass doors to the right of the Yeager elevators. Take the crosswalk that leads to the Administrative Offices Building. Enter the lobby. The conference rooms are down the hallway on the right.

The Earhart Conference Room is located on the 3rd Floor of the Main Terminal at Tampa International Airport. Take the blue Earhart elevators to the 3rd floor of the Main Terminal. The conference room is between Airside A and the Earhart elevators.

For parking information, visit the Authority's website at www.TampaAirport.com/parking/index.asp.

PLEASE NOTE: Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose the person desiring to appeal 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. Additionally, Florida law requires public agencies to provide accessibility to a public meeting upon receipt of a written request by a person with a physical disability at least 48 hours prior to the meeting. Any person requiring accommodations to attend or participate in a meeting of the Hillsborough County Aviation Authority should contact the office of Joe Lopano, Chief Executive Officer, at Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 875-6670. Any questions, contact Rayesha Cotton, Procurement Agent by phone at (813) 554-1448 or via email at RCotton@TampaAirport.com.