



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

The technical evaluation committee is scheduled to meet at the times, dates and locations listed below to review and evaluate the responses for ITN for Fixed Based Operator (FBO) for Tampa Executive Airport (VDF).

Meeting		Time	Date	Conference Room
Minimum Qualifications Evaluation	Public	2:30pm	January 3, 2024	<p>In Person: Conference Room SC4-C3 - SkyCenter</p> <p>Virtual: By Microsoft Teams option:</p> <p>Microsoft Teams Information: Conference ID: 965 409 827#</p> <p>Local Call-In: +1-813-694-2596</p> <p><a href="#">Click here to join the meeting</a></p>
Technical Evaluation	Public	9:00am	January 17, 2024	<p>In Person: RCC Conference Room</p> <p>Virtual: By Microsoft Teams option:</p> <p>Microsoft Teams Information: Conference ID: 527 093 957#</p> <p>Local Call-In: +1-813-694-2596</p> <p><a href="#">Click here to join the meeting</a></p>

Interviews	Non-Public	TBD	January 25, 2024	Conference Room SC4-C3 - SkyCenter
Final Technical Evaluation	Public	<del>10:00am</del> 11:30 am	January 29, 2024	<p>In Person: RCC Conference Room</p> <p>Virtual: By Microsoft Teams option:</p> <p>Microsoft Teams Information: Conference ID: 895 810 472#</p> <p>Local Call-In: +1-813-694-2596</p> <p><a href="#">Click here to join the meeting</a></p>

**The in-person attendance at any of the public meetings referenced above will be limited to required Technical Evaluation Committee Members, Authority staff and public that can be safely seated in the related conference rooms in compliance with social distancing standards. All in-person attendees will be required to wear a mask and comply with all social distancing standards established for the meeting.**

Directions to Conference Room SC4-C3 - SkyCenter

Conference Room SC4-C3 - SkyCenter is located on the fourth floor of the SkyCenter Office Building. Access to Conference Room SC4-C3 is through the SkyCenter Atrium by going to the fourth floor of the Atrium and then going to the north side of the Atrium where the Atrium meets the SkyCenter Office Building. Conference Room SC4-C3 is located to the right of the Authority receptionist counter.

Parking: Parking for the public to access the SkyCenter Office Building is in the Economy Parking Garage. Respondent will follow signs to Economy Parking Garage. Once parked in the Economy Parking Garage, Respondent will access SkyConnect by taking the elevators located on Level 1 of the Economy Parking Garage. Then take SkyConnect to the Rental Car Center and exit SkyConnect. Turn right and follow the signs to SkyCenter.

Directions to RCC Conference Room - Rental Car Center

RCC Conference Room is located on the third floor of the Rental Car Center. Upon exiting SkyConnect, walk towards the Remote Baggage drop off area. The door to the RCC Conference Room is immediately across the main hall on the left of the Remote Baggage drop off area.

Parking: Parking for the public to access RCC is in the Economy Parking Garage. Respondent will follow signs to Economy Parking Garage. Once parked in the Economy Parking Garage, Respondent will access SkyConnect by taking the elevators located on Level 1 of the Economy Parking Garage. Then take SkyConnect to the Rental Car Center and exit SkyConnect.

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 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) 217-3052 or via email at [rcotton@TampaAirport.com](mailto:rcotton@TampaAirport.com).