



**Tampa  
International  
Airport**

**AVIATION AUTHORITY  
REGULAR BOARD MEETING**

**Thursday, February 2, 2012  
9:00 A.M.**

**Board Room  
Level 3 at Tampa International Airport**

**DRAFT 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 Joseph W. Lopano, Chief Executive Officer, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 875-6670. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-8705.

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- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF THE AGENDA**
- D. **APPROVAL OF THE MINUTES** - Regular Authority Meeting – January 12, 2012
  - 1. Abstentions from Previous Meeting
- E. **CEO REPORT**
- F. **APPROVAL OF THE CONSENT AGENDA**

**F. CONSENT ITEM**

1. Amendment No. 1 to Airline-Airport Use and Lease Agreement, Continental Airlines, Inc., Tampa International Airport, Resolution No. 2012-06

Continental Airlines, Inc. leases space at the airport as a signatory airline under an Airline-Airport Use and Lease Agreement (Agreement) that expires September 30, 2015. In order to accommodate the merger of United Airlines with Continental Airlines, United Airlines, operating as a non-signatory air carrier, vacated its ticket office and bag service office space and relocated from Airside E to Airside A. As part of the move, United Airlines reduced its leased premises, and Continental Airlines increased its leased premises. This Amendment No. 1 revises Exhibits A and B to the Agreement for Continental Airlines, Inc. to reflect changes in its leased exclusive use premises.

	Period	Total Annual Rent	Variance
Continental	FY 2011	\$1,960,556.62	
Continental	FY 2012	\$2,438,396.54	\$477,839.92
United	FY 2011	\$981,397.38	
United	FY 2012	\$80,420.00	(\$900,977.38)*
Net Variance			(\$423,137.46)

\* Changes to United's premises are billed to United, but paid by Continental.

**Resolution No. 2012-06 approves and authorizes the execution of Amendment No. 1 to the Airline-Airport Use and Lease Agreement at Tampa International Airport with Continental Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

Management recommends adoption of Resolution No. 2012-06.

**F. CONSENT ITEM**

2. Purchase Order(s), Sole Source, EiS Software Licensing and Consulting Services Agreement, EiS Technologies, Inc., Tampa International Airport, Resolution No. 2012-19
- 

On December 16, 2010, the Authority entered into a Software License Agreement with EiS Technologies, Inc. for the installation and maintenance support for eXpress E-Business Reporting Software for the Authority's Financial System. The E-Business Reporting Software allowed the Authority to replace and consolidate from the existing five different financial/business reporting tools into two financial/business reporting tools.

The Authority intends to procure additional licensing to include General Ledger (GL) connection and an upgrade to the EiS eXpress E- Business reporting software, support for the GL Connection and professional services to include the installation of the new software and consulting services on an as needed basis for five years. This new reporting tool allows the user to move from summary information to detailed data in the Oracle Financial system from within the Excel spreadsheet. With this enhanced functionality the user gains the ability to efficiently obtain statistical and financial information to support business decisions and analysis. The new reporting tool provides for ad-hoc reporting as well as developing report templates that can be shared with other users.

Authority Policy P410 authorizes sole source purchases when no other vendor can supply the required product or services. Authority staff has confirmed that EiS Technologies, Inc. is the sole provider of the eXpress E-Business Reporting Software. No other company can support and maintain this propriety software.

The EiS Software Licensing and Consulting Services Agreement provides for eXpress E-Business and related software implementation, configuration, reporting and training solution for Oracle Financials and PropWorks Modules for a five-year period beginning February 2, 2012 through February 1, 2017 with five (5) one-year options to renew at the discretion of the Authority's Chief Executive Officer or designee; and authorizes the issuance of a purchase order to include licensing for \$35,000, support for \$5,000 and consulting services for \$80,000 in a five-year not-to-exceed amount of \$120,000.

**F2 (Continued)**

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**Resolution No. 2012-19 approves and authorizes the issuance of purchase order(s); execution of the EiS Software Licensing and Consulting Services Agreement at Tampa International Airport with EiS Technologies, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

Management recommends adoption of Resolution No. 2012-19.

**F. CONSENT ITEM**

3. Right-of-Use Agreement (Fiber Conduit Corridor), City of Tampa, Tampa International Airport, Resolution No. 2012-16
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Pursuant to that certain Interlocal Agreement between Tampa International Airport and the City of Tampa for Traffic Light Maintenance and Operation Services dated January 21, 2010 (Maintenance Agreement), the City maintains and operates all traffic signal vehicle control devices owned by the Authority and located at the various intersections adjacent to the perimeter of the airport post office property (Traffic Signals). The City has requested the ability to link the Traffic Signals to the City's existing fiber optic network to enable the City to perform certain monitoring and programming changes offsite. Authority staff has determined that it is feasible for the City to construct its fiber optic cable connection within an existing and proposed fiber conduit corridor located parallel to George J. Bean Parkway and Bessie Coleman Boulevard in the vicinity of the airport post office property.

This item grants a right-of-use to the City to place, construct, operate, maintain, repair, replace and remove underground fiber optic cable and necessary appurtenances required to provide fiber optic connectivity to the Traffic Signals. The City will utilize a spare interduct within the existing fiber conduit previously constructed by the Authority. The Authority reserves the right to require relocation of the fiber conduit corridor at the City's expense for any airport or aviation project. The agreement will terminate on January 20, 2015, concurrently with the Maintenance Agreement, and may be extended to run concurrently with any subsequent maintenance agreements by letter agreement between the parties without formal amendment to this agreement.

**Resolution No. 2012-16 approves and authorizes the execution of the Right-of-Use Agreement (Fiber Conduit Corridor) at Tampa International Airport with the City of Tampa; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

Management recommends adoption of Resolution No. 2012-16.

**G. POLICIES OR RULES FOR CONSIDERATION OR ACTION - None**

**H. UNFINISHED BUSINESS**

1. Part 1 Agreement – No. 2, Main Terminal Interior Modernization Program, HCAA Project Nos. 5530 11, 5765 11, 5770 11, 5865 12 and 5875 12, Hardin Construction Company, LLC, Tampa International Airport, Resolution No. 2012-23

Part 2 Agreement – No. 1, Main Terminal Interior Modernization Program, HCAA Project Nos. 5530 11, 5765 11, 5770 11, 5865 12 and 5875 12, Hardin Construction Company, LLC, Tampa International Airport, Resolution No. 2012-24

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On August 4, 2011, the Board directed staff to negotiate with the firm of Hardin Construction Company, LLC for an agreement to provide design-build services for the main terminal modernization program at Tampa International Airport.

The overall program will be implemented in multiple Part 1 and Part 2 agreements.

**1. PART 1 AGREEMENT:**

This second Part 1 Agreement is the second phase of the project and provides for design services and development of a guaranteed maximum price for work to be completed after the Republican National Convention.

The work elements consist of the following:

- Refurbish and modernize select interior walls and columns on the baggage claim, ticket and transfer levels;
- Upgrade lighting on the ticket and transfer levels;
- Replace static signage with dynamic signage on the ticket level and at airline ticket counters;
- Replace the ticket level carpet with hard surfaces; and
- Incorporate supplemental seating, refurbish the existing seating units, replace waste receptacles and replace center area planters on the transfer level.

This second Part 1 Agreement is in a not-to-exceed amount of \$717,490.91 for design services and a not-to-exceed amount of \$60,771.50 for reimbursable expenses, bringing the combined total amount to \$778,262.41. The total combined Part 1 Agreement amounts to date is \$1,510,128.93.

**H1 (Continued)**

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This second Part 1 Agreement incorporates a W/MBE participation of at least 16% of the cumulative dollar amount for the design work paid under all the Part 1 Agreements and design in subsequent Part 2 Agreements awarded to Hardin Construction Company, LLC.

**2. PART 2 AGREEMENT:**

This first Part 2 Agreement covers the first of multiple phases to construct the project. Work consists of construction mobilization and early procurement of equipment and materials for the following program elements:

- Public restroom refurbishment on all levels of the main terminal;
- Dynamic signage on the baggage claim level of the main terminal;
- USO area;
- Tourism kiosks on the baggage claim level;
- Authority offices suites B & C, the administrative building and the network operations center modifications; and
- Valet facility enhancements.

The work performed under this first Part 2 Agreement has a guaranteed completion date of August 10, 2012, which is prior to the Republican National Convention. This first Part 2 Agreement is for a guaranteed maximum price of \$4,393,075.74, bringing the total combined project agreement amount to date to \$5,903,204.67.

W/MBE participation of at least 12.02% of the dollar amount earned during construction was prescribed, except for the main terminal restroom refurbishment component. The main terminal restroom refurbishment project has a prescribed DBE goal of at least 13.51% of the dollar amount of the construction component.

This first Part 2 Agreement incorporates a W/MBE participation of at least 12.02% of the cumulative dollar amount for construction work into this and subsequent Part 2 Agreements awarded to Hardin Construction Company, LLC.

**Resolution No. 2012-23 approves and authorizes the execution of the Part 1 Agreement – No. 2 for the Main Terminal Interior Modernization Program at Tampa International Airport with Hardin Construction Company, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**H1 (Continued)**

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**Resolution No. 2012-24 approves and authorizes the execution of the Part 2 Agreement – No. 1 for the Main Terminal Interior Modernization Program at Tampa International Airport with Hardin Construction Company, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

Management recommends adoption of Resolution No. 2012-23 and Resolution No. 2012-24.

**H. UNFINISHED BUSINESS**

2. On Airport In-Flight Kitchen Lease and Use Agreement, Gate Gourmet, Inc., Tampa International Airport, Resolution No. 2012-27
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On March 4, 1999, the Authority entered into an On Airport In-Flight Kitchen Lease and Use Agreement (Agreement) with Dobbs International Services, Inc., which later changed its operating name to Gate Gourmet, Inc. (Gate Gourmet), for the lease of land and a facility in support of its in-flight catering services to airlines at Tampa International Airport. On February 5, 2004, the Board approved the first of two five-year renewal options, extending the Agreement termination date to February 28, 2009. Since that time, as a result of the precipitous decline in revenues in the in-flight catering industry, Gate Gourmet has occupied and used the premises on a month-to-month basis, rather than exercising the second renewal option, and proposed a reduction in its leasehold size and lowering of its rental costs by subdividing the leased premises. In lieu of that proposal and a longer term commitment, Authority staff recommends a short term lease of a reduced area within the premises at a fair market value rent, pending the completion of an Airport Master Plan to identify the best use of this property.

This item presents to the Board for approval a one-year lease effective retroactively from October 1, 2011, with two one-year renewal options upon approval by the Authority's Chief Executive Officer. Either party may terminate the Lease with 90 days' written notice. The Lease provides for a fair market value rental rate established by appraisal in 2008 for the land and improvements. Gate Gourmet will occupy only 32,214 square feet of the building. However, Gate Gourmet will repair all leaks in the building roof and will pay all real estate taxes on the property throughout the term of the Lease. All non-structural maintenance and repairs on the entire building are the responsibility of Gate Gourmet. In addition, Gate Gourmet will pay a percentage privilege fee, if greater than the rent, in an amount equal to five percent of gross receipts from the sale of goods and services to airlines on-airport plus two percent of gross receipts from the sale of goods and services to airlines off-airport. Under the prior agreement, percentage privilege fees have not exceeded the rental amount since 2004. The combined effect of the lower market value and reduced square footage of building lowers the total annual rent by 38 percent from \$421,833.60 to \$258,195.60. The lower rental amount was anticipated in the Authority's FY2012 budget.

**H2 (Continued)**

<b>Leased Premises</b>	<b>Square Feet</b>	<b>Rental Rate</b>	<b>Annual Rent</b>	<b>Monthly Rent</b>
Building One	32,214	\$4.85	\$156,237.90	\$13,019.82
Land and Parking Lot with Building One	119,310	\$0.65	\$77,551.50	\$6,462.63
Separate Parking Lot	37,548	\$0.65	\$24,406.20	\$2,033.85
<b>Total</b>			<b>\$258,195.60</b>	<b>\$21,516.30</b>

**Resolution No. 2012-27 approves and authorizes the execution of the On Airport In-Flight Kitchen Lease and Use Agreement at Tampa International Airport with Gate Gourmet, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

Management recommends adoption of Resolution No. 2012-27.

**I. NEW BUSINESS**

1. Selection of Design-Builder, Airside F Additions and Renovations, HCAA Project Nos. 8600 12, Tampa International Airport
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On December 15, 2011, a request for qualifications was issued for the airside F additions and renovations project at Tampa International Airport.

This project is to expand and renovate airside F which is the oldest airside and was constructed in 1987. The scope of work includes the following major work elements:

1. Expand and renovate the Customs and Border Protection (CBP) area by adding two additional baggage claim devices, adding two new customs processing booths, improving vertical circulation and renovating all existing spaces;
2. Expand and reconfigure the Transportation Security Administration (TSA) passenger screening areas to conform to current design standards. This expansion and reconfiguration will decongest the shuttle lobby area and improve overall passenger circulation and customer service;
3. Expand and create additional retail and food and beverage concession space; and
4. Relocate and improve the international departures lounge.

Minimum qualifications for this project were established due to the aggressive delivery schedule and the requirement to perform these very complex terminal renovations while airside F remained in operation. The first phase of construction, which includes completing one of the baggage claim devices, must be complete by November 30, 2012. This is the time frame when the CBP facility must be able to accommodate the concurrent arrival of two wide body aircraft. The minimum qualifications stated that the respondent must have completed at least two airport terminal construction or renovation projects, under a design build or construction management at risk contract, each totaling at least \$15,000,000.

The project will be implemented in multiple Part 1 and Part 2 agreements to fast track construction. Each Part 1 and Part 2 agreement will be presented to the Board for approval.

Design-build services will consist of all professional services and construction required to complete the project in accordance with the Authority's agreement between the Authority and design-builder.

**I1 (Continued)**

Three responses were received. However, one respondent, Skanska USA Building, Inc. did not meet the Authority's DBE requirement and failed to provide evidence of good faith effort to do so. As a result, Skanska USA Building, Inc. was considered non-responsive and was not evaluated.

Two responses were evaluated by staff and the following are the two highest ranked firms in order of technical ranking:

1. HCBeck, LTD/Alfonso Architects
2. Clark Construction Group, Inc./HOK Architects

The following DBE participations have been prescribed:

Project Title	Design	Construction
Airside F Additions and Renovations - DBE	18.00%	15.10%

The percentage proposed by the selected design-builder will be incorporated into the resulting Part 1 and Part 2 agreements.

The total Board approved amount for this project is \$27,620,000.

The Chief Executive Officer recommends ranking the order of firms as listed above.

**The Board may request presentations from the firms prior to the vote and may vote either by motion or by clear indication, to rank firms in order of preference, for staff to negotiate a contract; and to reject the proposal from Skanska USA Building, Inc.; no resolution is required.**

**I. NEW BUSINESS**

2. Selection of Firm and Award of Agreement, Concessions Consulting Services, Tampa International Airport, Resolution No. 2012-20
- 

On October 19, 2011, a request for proposals was issued for on-call Concessions Consulting Services at Tampa International Airport.

Under the resulting agreement, the selected firm will work cooperatively with the Authority and provide as-needed, on-call consulting services to assist in the development and implementation of the Airport Concessions Program. Services include review and analysis of existing conditions, formulating recommendations, and establishing strategies to maximize revenues and improve customer satisfaction.

Three responses were received and evaluated by staff and the following is the order of technical ranking:

1. Unison Consulting, Inc.
2. ICF SH&E, Inc.
3. AirProjects, Inc. (VA)

This item approves the rank order of firms and authorizes the execution of an agreement with Unison Consulting, Inc. The term of the agreement is February 2, 2012 through January 31, 2017 with one, one-year option to renew at the sole option of the Authority Board. The Authority may, without cause, terminate the agreement by giving 30 days written notice. Costs for each project during the agreement will be based upon the proposed hourly fees. The estimated annual amount of the agreement is \$200,000 and the total combined five year not-to-exceed amount of the agreement is \$1,000,000.

No specific goal for W/MBE participation was established.

The Chief Executive Officer recommends ranking the firms in the order listed above.

**Resolution No. 2012-20 approves the ranking; authorizes execution of the Agreement for Concessions Consulting Services at Tampa International Airport with Unison Consulting, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**I. NEW BUSINESS**

3. Selection of Firm and Award of Agreement, Bond Counsel Services, Tampa International Airport, Resolution No. 2012-21
- 

On November 29, 2011, a request for proposals was issued for Bond Counsel Services at Tampa International Airport.

Under the resulting agreement, the selected firm will work cooperatively with the Authority and provide legal counsel services related to methods of structuring financings such as payment, security details, terms, schedule for timely issuance, potential cost savings techniques and other legal matters relating to issuance of bonds.

Eight responses were received and evaluated by staff and the following are the three highest ranked firms in order of technical ranking:

1. Nabors, Giblin & Nickerson, P.A.
2. Holland & Knight LLP
3. Foley & Lardner LLP

This item approves the rank order of firms and authorizes the execution of an agreement with Nabors, Giblin & Nickerson, P.A. The term of the agreement is February 2, 2012 through January 31, 2017 with two, one-year options to renew at the sole option of the Authority Board. The Authority may, without cause, terminate the Agreement by giving 30 days written notice. Based upon the proposed fees and the Authority's projected bond financing activities and hourly estimates of other related legal services during the agreement, the total combined five year not-to-exceed amount of the agreement is \$500,000. Fees are established in the agreement and services will be billed based upon actual financing activities of the Authority.

No specific goal for W/MBE participation was established.

The Chief Executive Officer recommends ranking the firms in the order listed above.

**Resolution No. 2012-21 approves the ranking; authorizes execution of the Bond Counsel Services Agreement at Tampa International Airport with Nabors, Giblin & Nickerson, P.A.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

**I. NEW BUSINESS**

4. Selection of Firm and Award of Agreement, Disclosure Counsel Services, Tampa International Airport, Resolution No. 2012-22
- 

On November 29, 2011, a request for proposals (RFP) was issued for Disclosure Counsel Services at Tampa International Airport.

Under the resulting agreement, the selected firm will work cooperatively with the Authority and prepare official bond offering disclosure memorandums, draft opinions, review documentation prepared by issuer, bond counsel, underwriter and underwriter's counsel and ensure regulatory requirements are met for bond issuances and other related oversight services.

Ten responses were received and evaluated by staff, and the following are the three highest ranked firms in order of technical ranking:

1. GrayRobinson, P.A.
2. Bryant Miller Olive, P.A.
3. Nabors, Giblin & Nickerson, P.A.

This item approves the rank order of firms and authorizes the execution of an agreement with GrayRobinson, P.A. The term of the agreement is February 2, 2012 through January 31, 2017 with two, one-year options to renew at the sole option of the Authority Board. The Authority may, without cause, terminate the agreement by giving 30 days written notice. Based upon the proposed fees and the Authority's projected bond financing activities and hourly estimates of other related legal services during the agreement, the total combined five year not-to-exceed amount of the agreement is \$400,000. Fees are established in the agreement and services will be billed based upon actual financing activities of the Authority.

No specific goal for W/MBE participation was established; however, firms were encouraged to propose participation by W/MBEs to perform commercially useful functions of the work required in the agreement. GrayRobinson, P.A. has committed to a 10% W/MBE participation expectancy over the term of the agreement.

The Chief Executive Officer recommends ranking the firms in the order listed above.

**Resolution No. 2012-22 approves the ranking; authorizes execution of the Disclosure Counsel Services Agreement at Tampa International Airport with GrayRobinson, P.A.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.**

J. **PRESENTATIONS** - None

K. **PERSONS WISHING TO BE HEARD**

L. **STAFF REPORTS**

M. **ADJOURNMENT**