

# HILLSBOROUGH COUNTY AVIATION AUTHORITY POLICY

<b>300: OPERATIONS</b>	<b>Effective: 11/03/83</b>
<b>GROUND TRANSPORTATION</b>	<b>Revised: 09/01/88</b>
<b>P310: Commercial Ground Transportation</b>	<b>10/09/97</b>
	<b>12/05/02</b>
	<b>03/04/04</b>

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**PURPOSE:** To establish policy governing the issuance or award of contracts or permits for commercial ground transportation services other than fixed route public transit at Tampa International Airport.

**LEGAL CONSIDERATION:** Section 6(2)(u) of the Hillsborough County Aviation Authority Act provides that the Authority shall have the power, “to grant concessions.” Section 6(2)(n) and 6(2)(p) of the Hillsborough County Aviation Authority Act states the Authority may:

(n) Negotiate and enter into contracts, agreements, exclusive or limited agreements and cooperation agreements of any kind necessary for the Authority to fulfill the purposes of this act.

(p) Enter into exclusive or limited agreements with a single operator or a limited number of operators. The Authority shall grant exclusive or limited agreements to displace business competition by rule or policy whenever the Authority determines, in consideration of the factors set forth below, that any such agreement is necessary to further the purposes of this act. Before entering into any exclusive or limited agreement, the Authority shall, under authority expressly delegated by the state, determine the necessity for such an exclusive or limited agreement to further the policies and objectives stated in this act, which include public safety, public convenience, quality of service, the need to conserve airport space, the need to avoid duplication of services, the impact on the environment or facilities of the airport as an essential commercial and tourist service center, and the need to avoid destructive competition which may impair the quality of airport services to the public, lead to uncertainty, disruption, or instability in the rendering of such services, or detract from the Tampa Bay area and the state's attractiveness as a center of tourism and commerce. In making its determination, the Authority shall take evidence or make findings of fact and establish such policies it deems necessary. Nothing in this paragraph shall excuse the Authority from complying with applicable state or local requirements for competitive bidding or public hearings which may be required prior to awarding or entering into any contract or other agreement.

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**POLICY:** The Authority will establish procedures for the provision of commercial ground transportation services at the airport. In establishing such procedures, the Authority will have as its objectives (1) the safety and convenience of passengers using, or desiring to use, airport commercial ground transportation services, (2) the furtherance of the development of commerce and tourism in the Tampa Bay area, (3) the conservation of space and the reduction of congestion or other adverse impacts on airport facilities, and (4) the avoidance of destructive competition which would impair the quality of services to the public or lead to uncertainty, disruption or instability of commercial ground transportation services at the airport.

More specifically, the Authority will have the following policies with regard to the provision of commercial ground transportation services to and from the airport:

- A. The Authority will ensure that high-quality ground transportation service between the airport and destinations in the Tampa Bay area are available to all airline passengers at appropriate locations, times and frequencies, and at reasonable prices.
- B. The Authority will provide appropriate and convenient facilities to permit the efficient operation of rental cars, taxicabs, limousines, courtesy vehicles, buses, and other commercial ground transportation vehicles. The provision of such facilities will be consistent with the operational and physical constraints imposed by the limited availability of space at curbside, in the ground transportation quadrants and elsewhere.
- C. The Authority will require that all commercial ground transportation services regularly serving the airport must show evidence of adequate liability insurance coverage; must operate under the terms of a current contract or permit with the Authority; may park, load and unload passengers only in those areas or locations on the airport specifically designated for such purposes; and must abide by all operating procedures specifically established for ground transportation and all other applicable airport rules and regulations.
- D. The Authority will ensure that the number of commercial ground transportation services and vehicles operating at the airport, and the space allocated to them, is reasonably consistent with the demands for service by airline passengers. Accordingly, the Authority will allocate available vehicle parking, loading and unloading in the quadrants,

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and elsewhere for use by commercial ground transportation services, and will from time to time change or relocate such space as it deems necessary.

- E. The Authority will establish and collect fees and charges from the operators of airport commercial ground transportation services. In establishing such fees and charges, the Authority will include the recovery of the costs of constructing the facilities used by each ground transportation service, and the Authority's maintenance, operational, administrative, and enforcement costs associated with such facilities. The Authority may also charge a privilege fee representative of the special benefit a particular class of business derives from the airport and its use thereof.
  
- F. Commercial ground transportation services at the airport will, in general, be regulated by the state or local government agency or agencies having jurisdiction. The Authority will regulate and control commercial ground transportation services only to the extent that the Authority deems necessary to ensure acceptable standards of service to airline passengers; avoid congestion of airport roadways, curbsides and parking areas; and ensure compliance with the operating procedures for ground transportation and other applicable airport rules and regulations.