



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 Request for Proposals No.: 65004 for Group Life Insurance Benefits at Tampa International Airport.

Meeting		Time	Date	Conference Room
Minimum Qualifications Evaluation	Public	10:00 a.m.	January 22, 2020	Lobby B
Technical Evaluation	Public	9:00 a.m.	February 4, 2020	Lobby B
Technical Evaluation	Public	9:00 a.m.	February 5, 2020	Lobby B
Interviews	Non-Public	TBD	February 6, 2020	Lobby A
Interviews	Non-Public	TBD	February 7, 2020	Lobby B
Technical Evaluation	Public	9:00 a.m.	February 10, 2020	Lobby B
Technical Evaluation	Public	9:00 a.m.	February 11, 2020	Lobby B
Final Technical Evaluation	Public	9:00 a.m.	February 18, 2020	Lobby A

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. 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 Sabrina Kimball, Procurement Agent by phone at (813) 554-1457 or via email at skimball@tampaairport.com.