

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
March 6, 2025

A Regular Board Meeting was convened in the Boardroom, Level 4 of SkyCenter ONE, Tampa, Florida, on Thursday, March 6, 2025.

Members present were: Chairman Diehl, Gary Harrod, Robert Watkins, Mayor Castor and Commissioner Cohen.

Aviation Authority staff members present were CEO Joe Lopano, General Counsel Michael Stephens, Chris Minner, John Tiliacos, Smitha Radhakrishnan, Veronica Cintron, Elita McMillon, Jeff Siddle, Violet Cummins, Rob Porter, Tony Conza, Scott Knight, Michael Kamprath, Beau Zimmer, Dan Johnson, Josh Gillen, Laurie Noyes, Marcus Session, James Tarro, Kristopher Allen, Gina Dew, Paul Horst, Emily Nipps, Tony O'Brian, Melissa Solberg, Ben Robins, Matt Bauer, Analisa Whiteside, Brett Fay, Alex Heiter, John Mallory, Justin Piazza, Capt. Beth Baucom, Doug Wycoff, Brooke Nix, Kevin Posiad, Chief James Billotte, Michael Hewitt, Shawn Culbreth, April Kelly, Det. Steve McDonald and James Hanney.

Chairman Diehl welcomed everyone to the Regular Board Meeting of the Aviation Authority. He asked that anyone who would like to comment on propositions before the Board see Violet Cummins for a form.

The Pledge of Allegiance was recited.

Chairman Diehl called the March 6, 2025 Regular Board Meeting to Order.

Mr. Lopano announced that there would be no Attorney Client Closed Session at this meeting.

Chairman Diehl then asked for a Motion to Approve the Agenda.

Upon motion of Robert Watkins, seconded by Gary Harrod, the Agenda was unanimously approved by all Board Members present.

There were no Public Comments.

Chairman Diehl asked General Counsel Stephens if there were any abstentions from the Regular Board Meeting held on February 3, 2025 that needed to be read into the record. General Counsel

Stephens replied that there were no abstentions from the February 3, 2025 Board Meeting and none were anticipated at this meeting.

Chairman Diehl asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on February 3, 2025.

Upon motion of Robert Watkins, seconded by Gary Harrod, the Minutes of the Regular Board Meeting held on February 3, 2025 were unanimously approved by all Board Members present.

Before moving on to the Management Report, Chairman Diehl congratulated Mr. Lopano on receiving the 2025 Airport Manager of the Year Award from the FAA Southern Region Airports Division.

The Management Report was next.

Chris Minner reported on passenger traffic for January, noting a slight decline of less than 1% compared to the previous year, aligning with a similar decrease in total seat capacity. International travel has been strong, with a 37% rise in international passengers, largely due to resumed flights to Amsterdam and Mexico City.

Mr. Minner announced Copa Airlines will expand its service from seven to ten flights per week to Tocumen, Panama, starting May 18, 2025. He also mentioned the upcoming launch of Avianca's nonstop flights to Bogota and the Airport's continued marketing efforts to attract more airlines, resulting in increased scheduled capacity for the coming months.

Mr. Minner also addressed operational disruptions with Silver Airways, urging passengers to stay updated on their flights. Additionally, he highlighted the Airport's social media engagement and noted an earned media value of \$6.6 million.

John Tiliacos was next and started with an overview of the Spring Break period, which is expected to see passenger volumes exceeding 90,000, with some weekends potentially reaching 100,000 passengers. He mentioned that last year, nine of the ten busiest days in the Airport's history occurred during Spring Break.

Mr. Tiliacos then reported on Advanced Air Mobility, highlighting the Airport's active leadership role in this emerging field. He noted that Bret Faye and Gina Dew are involved in industry planning.

Lastly, Mr. Tiliacos reported on the successful completion of the annual FAA Airport Part 139 Certification Inspection, which evaluates various safety and operational aspects of the Airport. The inspection concluded with no major discrepancies. He recognized several individuals from different departments who were involved in the inspection.

Smitha Radhakrishnan reported on the recent opening of the new Airside E checkpoint on Tuesday, March 4, 2025. The checkpoint had already screened over 17,000 passengers in its first two days.

This concluded the Management Report.

Chairman Diehl then moved on to the Consent Agenda.

Upon motion of Robert Watkins, seconded by Gary Harrod, the Consent Agenda was unanimously approved by all Board Members present.

The following items were contained in the Consent Agenda.

Item G1

Space Rental Agreement, Sun Country, Inc. d/b/a Sun Country Airlines, Tampa International Airport, Resolution No. 2025-22.

Sun Country, Inc. d/b/a Sun Country Airlines (Sun Country) desires to lease Airside Ramp Level space at Airside A in support of its operations at Tampa International Airport.

Utilizing Fiscal Year 2025 Signatory rates, Sun Country will lease 83 square feet of Airside Ramp Level space at \$137.63 per square foot.

Space Type	SF	FY25 \$/SF (Signatory Rates)	Annual Rent*	Monthly Rent*
Airside Ramp Level	83	\$137.63	\$11,423.29	\$951.94
Total			\$11,423.29	\$951.94
*Plus applicable taxes				

The Space Rental Agreement commences March 1, 2025 and terminates on September 30, 2026. The Space Rental Agreement provides for an annual rental rate adjustment. Either party may terminate the Space Rental Agreement upon 30 days' written notice.

Management recommended adoption of Resolution No. 2025-22.

Resolution No. 2025-22 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Sun Country, Inc. d/b/a Sun Country Airlines; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G2

Space Rental Agreement, Aerovias del Continente Americano S.A. Avianca, Tampa International Airport, Resolution No. 2025-23.

Aerovias del Continente Americano S.A. Avianca (Avianca) desires to lease Ticketing Level Office space in the Main Terminal in support of its operations at Tampa International Airport.

Utilizing Fiscal Year 2025 Signatory rates, Avianca will lease 124 square feet of Ticketing Level Office space at \$319.45 per square foot.

Suite	SF	FY25 (Signatory Rates)	\$/SF	Annual Rent*	Monthly Rent*
1219	124	\$319.45		\$39,611.80	\$3,300.98
Total – Main Terminal				\$39,611.80	\$3,300.98
*Plus applicable taxes					

The Space Rental Agreement commences March 1, 2025 and terminates on September 30, 2026. The Space Rental Agreement provides for an annual rental rate adjustment. Either party may terminate the Space Rental Agreement upon 30 days' written notice.

Management recommended adoption of Resolution No. 2025-23.

Resolution No. 2025-23 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Aerovias del Continente Americano S.A. Avianca; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G3

Amendment No. 2, Use and Lease Agreement for Fuel Facilities and Pipeline, American Airlines, Inc., Tampa International Airport, Resolution No. 2025-38.

In 1970, the Authority entered into a lease and pipeline license agreement with several of the signatory airlines then serving Tampa International Airport for the construction of a jet fuel storage facility and pipeline distribution system to the Airsides. The airlines collectively financed and operated the fuel system. The lease and pipeline license agreement had a 30-year Term that ended on September 30, 1999. At the end of the Term, the fuel system became the property of the Authority.

On November 4, 1999, the Authority entered into a Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) with multiple airlines (Tampa Fuel Committee) for the operation and maintenance of the fuel system for a 20-year Term beginning October 1, 1999 and ending September 30, 2019.

Amendment No. 1 to the Agreement was executed in 2019 and extended the termination date to September 30, 2024, updated the Demised Premises, and included Authority required contractual language.

Staff recommended the Authority enter into Amendment No. 2 to the Agreement with American Airlines, Inc. to affirm and ratify the terms and conditions of Amendment No. 1 and extend the Term of the Agreement an additional fifteen (15) years for a final termination date of September 30, 2039.

Under the terms of Amendment No. 2, the Ground Rent for Demised Premises, Fuel Storage Facilities Rent, and initial Improvements Payments Rent (Rents) will be billed retroactive to October 1, 2024, with such Rents being comprised of the following:

Description of Rents	Initial Rents	Annual Rents	Initial Monthly Rents
Ground Rent for Demised Premises	\$199,763.81		\$16,646.98
Fuel Storage Facilities Rent	\$394,042.82		\$32,836.90
Improvements Payments Rent			
Expansion of System – East Cargo to Emery	\$334,776.24		\$27,898.02
Expansion of System – East Cargo to FedEx	\$53,989.32		\$4,499.11
Secondary Containment for Fuel Storage Tanks	\$445,400.88		\$37,116.74
Bulk Fuel Storage Facility Upgrades	\$777,331.32		\$64,777.61
EFSO Project	\$202,164.36		\$16,847.03
Truck Rack Project	\$166,129.32		\$13,844.11
FY23 Fuel Farm Projects - Group 1	\$323,756.88		\$26,979.74
FY23 Fuel Farm Projects - Group 2	\$195,582.81		\$16,298.57
TOTAL	\$3,092,937.76		\$257,744.81

Management recommended adoption of Resolution No. 2025-38.

Resolution No. 2025-38 approved and authorized execution of Amendment No. 2 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with American Airlines, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G4

Purchase Orders, Furniture for Main Terminal Curbside Expansion and Main Terminal Airside D Shuttle Station, utilizing State of Florida Contract No. 56120000-24-NY-ACS and TIPS Contract No. 230301, HCAA Project Nos. 8230 18 and 8425 22, Workscapes, Inc., Tampa International Airport.

The Main Terminal Curbside Expansion Project (HCAA Project No. 8230 18) and the Main Terminal Airside D Shuttle Station Project (HCAA Project No. 8425 22) include the construction of the Red Side Vertical Circulation Building and the Airside D Shuttle Station in the Main Terminal. The purchase and installation of furniture is included in the Main Terminal Curbside Expansion and Main Terminal Airside D Shuttle Station Projects.

Authority Policy P410 authorizes the utilization of federal, state, local, or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

This item authorizes the issuance of Purchase Orders to Workscapes, Inc. for the purchase and installation of furniture at Tampa International Airport utilizing State of Florida Contract No. 56120000-24-NY-ACS and TIPS Contract No. 230301 in a total maximum purchase authorization amount of \$625,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Workscapes, Inc., and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G5

Contract for Landscape Maintenance Services (North), Able Business Services, Inc., Tampa International Airport, Resolution No. 2025-26; Contract for Landscape Maintenance Services (South), Average Joe Landscape, LLC., Tampa International Airport, Resolution No. 2025-35; Contract for Landscape Maintenance Services (Additional Areas), Russell Landscape Florida, LLC., Tampa International Airport, Resolution No. 2025-36.

Landscape maintenance services contracts provide landscape bed maintenance, tree trimming and right of way mowing within the perimeter parcels of Tampa International Airport.

An Invitation to Bid for Landscape Maintenance Services (Solicitation) was issued on December 9, 2024. Under the Solicitation, the Authority will award three separate Landscape Maintenance Services Contracts: one for North location, one for South location, and one for Additional Areas.

The North location includes Hoover Blvd., Air Cargo Road, and the North Employee Parking Lot. The South location includes O'Brien Street and Spruce Street, U.S. Customs Area, Roadside and Parking Lot on Jim Walter Blvd., and North and East Perimeter of Economy Parking Garage and East Perimeter of Rental Car Center. The Additional Areas include Crest Avenue and Air Cargo Road, Orient Street and Air Cargo Road, North of Hillsborough Avenue at Hoover Blvd., North of Hillsborough Avenue at Benjamin Rd., and Dana Shores Avenue on the west side of the Veterans Expressway.

On January 9, 2025, Bids were publicly opened and read aloud as follows:

Landscape Maintenance Services (North)

<u>Company Name</u>	<u>Bid Amount</u>
Able Business Services, Inc.	\$314,380.00
Average Joe Landscape, LLC.	\$388,500.00
Overall Contractors Group, Inc.	\$422,889.36
Russell Landscape Florida, LLC.	\$448,296.00
ESB Light, LLC.	\$461,862.72
Cut Ups Lawn Service	\$464,400.00
Premier Lawn Maintenance, LLC	\$492,922.72
Aero Groundtek, LLC.	\$516,012.00
Rotolo Consultants, Inc.	\$603,150.64
Superior Landscaping & Lawn Service, Inc.	\$683,410.20
NDL LLC	\$687,010.00

Landscape Maintenance Services (South)

<u>Company Name</u>	<u>Bid Amount</u>
Average Joe Landscape, LLC.	\$182,940.00
Premier Lawn Maintenance, LLC	\$185,012.00
Able Business Services, Inc.	\$202,976.00
Allen's Lawn Care and Property Preservation Services LLC	\$207,300.00
Russell Landscape Florida, LLC.	\$219,036.00
Aero Groundtek, LLC.	\$231,835.20
ESB Light, LLC.	\$285,239.24
NDL LLC	\$300,060.00

Overall Contractors Group, Inc.	\$345,541.76
Superior Landscaping & Lawn Service, Inc.	\$470,271.12
Cut Ups Lawn Service	\$625,200.00

Landscape Maintenance Services (Additional Areas)

<u>Company Name</u>	<u>Bid Amount</u>
Able Business Services, Inc.	\$66,000.00
Russell Landscape Florida, LLC.	\$90,204.00
ESB Light, LLC.	\$184,324.20
Cut Ups Lawn Service	\$210,000.00
Aero Groundtek, LLC.	\$247,334.40
Superior Landscaping & Lawn Service, Inc.	\$253,737.00
NDL LLC	\$290,160.00
Allen's Lawn Care and Property Preservation Services LLC	\$319,500.00
Premier Lawn Maintenance, LLC	\$323,448.00
Average Joe Landscape, LLC.	\$427,200.00
Sumner Land Management	\$499,603.20

In accordance with the Solicitation, if the same Respondent is the lowest, responsive and responsible Respondent for multiple locations, the Authority will select which location that Respondent will be awarded, based on the lowest overall cost to the Authority.

Able Business Services, Inc. is the lowest responsive and responsible Respondent for both the North location and the Additional Areas. The lowest overall cost to the Authority is an award of the Contract for Landscape Maintenance Services (North) to Able Business Services, Inc., and an award of the Contract for Landscape Maintenance Services (Additional Areas) to Russell Landscape Florida, LLC., the second lowest responsive and responsible Respondent for the Additional Areas location.

No specific goal for W/MBE participation was established.

This item authorizes execution of a Contract for Landscape Maintenance Services (North) with Able Business Services, Inc., a Contract for Landscape Maintenance Services (South) with Average Joe Landscape, LLC., and a Contract for Landscape Maintenance Services (Additional Areas) with Russell Landscape Florida, LLC. Each Contract is for a Term of April 5, 2025 through April 4, 2026, with two, discrete one-year renewal options to be authorized at the discretion of the Chief Executive Officer or designee, in a maximum purchase authorization amount of \$617,524.00 for all three Contracts, including the renewal options.

The Authority's Director of Maintenance or designee may authorize up to \$10,000 of Extra Work over the Term of each Contract, including renewal options.

This item is included in the O&M Budget.

Management recommended adoption of Resolution Nos. 2025-26, 2025-35, and 2025-36.

Resolution No. 2025-26 approved and authorized award and execution of Contract for Landscape Maintenance Services (North) at Tampa International Airport with Able Business Services, Inc; authorized the Authority's Director of Maintenance or designee to approve up to \$10,000 of Extra Work over the Term of the Contract for Landscape Maintenance Services (North); and authorized the Chief Executive Officer or designee to execute all ancillary documents.

Resolution No. 2025-35 approved and authorized award and execution of Contract for Landscape Maintenance Services (South) at Tampa International Airport with Average Joe Landscape, LLC.; authorized the Authority's Director of Maintenance or designee to approve up to \$10,000 of Extra Work over the Term of the Contract for Landscape Maintenance Services (South); and authorized the Chief Executive Officer or designee to execute all ancillary documents.

Resolution No. 2025-36 approved and authorized award and execution of Contract for Landscape Maintenance Services (Additional Areas) at Tampa International Airport with Russell Landscape Florida, LLC.; authorized the Authority's Director of Maintenance or designee to approve up to \$10,000 of Extra Work over the Term of the Contract for Landscape Maintenance Services (Additional Areas); and authorized the Chief Executive Officer or designee to execute all ancillary documents.

Item G6

Purchase Orders, Designated Aviation Channeling Services, Telos Identity Management Solutions, LLC, Tampa International Airport.

Designated aviation channeling services are currently provided to the Authority by Telos Identity Management Solutions, LLC. These services are required by applicable Transportation Security Administration and Department of Homeland Security Regulations to ensure applicants, such as Authority employees and other contractor and airline employees, meet established background checks, including a fingerprint based Criminal History Records Check and Security Threat Assessment, prior to receiving an Airport ID and obtaining unescorted access to secured Airport areas.

Telos Identity Management Solutions, LLC directly provides designated aviation channeling services without utilizing a reseller distribution network.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required goods and services.

On December 4, 2024, a Notice of Intent to Sole Source with Telos Identity Management Solutions, LLC to provide designated aviation channeling services at Tampa International Airport was publicly advertised. No Responses were received.

This item authorizes the issuance of Purchase Orders to Telos Identity Management Solutions, LLC for the purchase of designated aviation channeling services for the Term of March 6, 2025 through March 5, 2030 in a maximum purchase authorization amount of \$500,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Telos Identity Management Solutions, LLC, and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G7

Authorization to Dispose of Surplus Property, Tampa International Airport.

The following property has been determined to be surplus and serves no useful function or the continued use is uneconomical or inefficient.

Description	QTY	Year Purchased	Asset Tag
Chevy Silverado	1	2018	705966
Chevy Tahoe	1	2013	126484
Golf Cart	1	2012	124781
John Deere ATV	1	2018	706033
Exmark Riding Lawn Mower	1	2019	702867
Exmark Riding Lawn Mower	1	2019	702848
Exmark Riding Lawn Mower	1	2019	702866
Riding Litter Mower	1	2001	007395
Towable Message Board	1	2018	705063
Arial Boom Lift	1	2017	704301
Towed Hay Rake	1	2022	707568
John Deere 6 Wheel	1	2019	704479
Towable Light Tower	1	2011	123409

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes. Surplus property will be publicly advertised and auctioned at Tampa Machinery

Auction, Inc., Royal Auction Group, Bay Area Auction Services, or GovDeals.com, an internet-based auction system.

The Chief Executive Officer recommended the Board designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes.

The Board acted on this by motion; no resolution was required.

Item G8

Supplemental Contract and Issuance of Purchase Orders, GIS Professional Services utilizing GSA Contract No. GS-35F-0462T, Timmons Group, Inc., Tampa International Airport, Resolution No. 2025-29; Supplemental Contract and Issuance of Purchase Orders, GIS Professional Services utilizing GSA Contract No. 47QTCA25D002W, Woolpert, Inc., Tampa International Airport, Resolution No. 2025-37.

The Authority's Information Technology Services Department is in need of Geospatial Information Systems (GIS) professional services on an as-needed basis to support Esri® and Cityworks® software in support of several Authority departments, including Planning and Development, Operations, and Maintenance.

The professional services include, but are not limited to, installation of software patches and bug fixes to prevent service interruption, responding to and investigating software malfunctions, spatial and non-spatial data updates, system upgrades or enhancements, business process workflow improvements, web application development, strategic planning, policy development, geospatial data governance, and system integration.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

This item authorizes the execution of a Supplemental Contract with and issuance of Purchase Orders to Timmons Group, Inc. for the purchase of GIS professional services utilizing GSA Contract No. GS-35F-0462T for the period of March 6, 2025 through June 5, 2027 and the execution of a Supplemental Contract with and issuance of Purchase Orders to Woolpert, Inc. for the purchase of GIS professional services utilizing GSA Contract No. 47QTCA25D002W for the period of March 6, 2025 through December 9, 2029, in a total maximum purchase authorization amount of \$600,000.

This item is included in the Capital and O&M Budgets.

Management recommended adoption of Resolution Nos. 2025-29 and 2025-37.

Resolution No. 2025-29 approved and authorized execution of Supplemental Contract with and issuance of Purchase Orders to Timmons Group, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Resolution No. 2025-37 approved and authorized execution of Supplemental Contract with and issuance of Purchase Orders to Woolpert, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G9

License and Maintenance Agreement, Cityworks® Asset Management System Software, Azteca Systems, LLC, a Trimble Company, Tampa International Airport, Resolution No. 2025-32.

On December 5, 2019, the Board authorized the execution of a License and Maintenance Agreement with Azteca Systems, LLC for the continued use of Cityworks® Asset Management System Software for the period of February 3, 2020 through February 2, 2023, with three (3) discrete, one-year renewal options at the discretion of the Chief Executive Officer, in a total maximum purchase authorization amount of \$590,000, including the renewal options. The first one-year renewal option was exercised on February 2, 2023, extending the License and Maintenance Agreement to February 2, 2024. The second one-year renewal option was exercised on December 19, 2023, extending the License and Maintenance Agreement to February 2, 2025. In March 2024, the Authority was informed that Azteca Systems, LLC had merged with Trimble, leading to a change in licensing and pricing structure. After discussions with the Authority's Information Technology Services Department and Trimble, it was determined that a new contract is needed and a renewal is not feasible.

Cityworks® integrates directly with the current Authority geographic information system allowing for the management of airfield and terminal assets and capturing maintenance workflows in a centralized location. Cityworks® has been approved by the FAA for use in the FAR Part 139 Self-Inspection process in support of a paperless inspection and maintenance process.

On May 15, 2024, a Notice of Intent to Sole Source with Azteca Systems, LLC for licensing, maintenance, and support services for Cityworks® was publicly advertised. Azteca Systems, LLC, a Trimble Company, is the sole source provider for these services. No other agents, dealers, or distributors are authorized to represent, resell, or distribute Cityworks®. No Responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required goods and services.

This item authorizes execution of a License and Maintenance Agreement with Azteca Systems, LLC, a Trimble Company, for licensing, maintenance, and support services of the Cityworks® solution for the

period of February 3, 2025 through February 2, 2030, in a maximum purchase authorization amount of \$800,000.

This item is included in the Capital and O&M Budgets.

Management recommended adoption of Resolution No. 2025-32.

Resolution No. 2025-32 approved and authorized execution of License and Maintenance Agreement at Tampa International Airport with Azteca Systems, LLC, a Trimble Company; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G10

Support and Maintenance Agreement, PROPworks® Property and Revenue Management Solution, Amadeus Airport IT Americas, Inc., Tampa International Airport, Resolution No. 2025-33.

On April 1, 2018, the Board authorized execution of a software support, maintenance, and consulting services contract for PROPworks® for a period of April 1, 2018 through March 31, 2023, with two, one-year renewal options at the discretion of the Chief Executive Officer, in a maximum purchase authorization amount of \$800,000.

PROPworks® oversees leasehold agreements, including airline and ground transportation agreements, and handles billing and invoicing for various services such as Common Use Passenger Processing System and other agreements, utilities, telecom, and transportation network company charges.

On October 23, 2024, a Notice of Intent to Sole Source with Amadeus Airport IT Americas, Inc. for continued software support and maintenance of the PROPworks® software was advertised. PROPworks® software is proprietary and distributors or third-party providers are not permitted to offer software support and maintenance. No Responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required goods and services.

This item authorizes the execution of a Support and Maintenance Agreement for PROPworks Property and Revenue Management Solution with Amadeus Airport IT Americas, Inc. for software support, maintenance, and consulting services for a Term of five (5) years, beginning on April 1, 2025 through March 30, 2030, in a maximum purchase authorization amount of \$700,000.

This item is included in the O&M and Capital Budgets.

Management recommended adoption of Resolution No. 2025-33.

Resolution No. 2025-33 authorized award and execution of Support and Maintenance Agreement for PROPworks® Property and Revenue Management Solution at Tampa International Airport with Amadeus Airport IT Americas, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

There were no Policies or Rules for Consideration or Action, Committee Reports or Unfinished Business. Chairman Diehl proceeded to New Business.

The following items were contained in New Business.

Item K1

Construction Contract, Asphalt Rehabilitation of R/W 10-28, Replacement of Concrete Slabs, & T/W J Shoulders, HCAA Project Nos. 7100 23 & 8240 19, Ajax Paving Industries of Florida, LLC, Tampa International Airport, Resolution No. 2025-34, presented by Jeff Siddle.

The Projects consist of pavement rehabilitation of an asphalt runway, taxiway shoulders, blast pads and placement of new asphalt pavement sections for taxiway shoulders. The work includes asphalt milling, asphalt paving, crack seal repair, slurry seal coating, joint sealing, pavement markings, and saw cut grooving primarily located on the east portion of the airfield. The Projects also include the replacement of concrete slabs on both runways and taxiways. The work includes removal of concrete pavement, placement of base material, concrete pavement, joint and crack repair, spall repairs, and sealing of concrete joints. Other work includes grading of runway and taxiway safety areas, drainage and underdrain work, airfield electrical work including cabling, ducts, handholes, and installing touch down zone and taxiway lighting fixtures. The Projects will require the closures of Runway 1R-19L and 10-28 as well as several taxiways that include associated duration restrictions in order to maintain airport operational needs.

An Invitation to Bid was issued on December 4, 2024.

On January 29, 2025, three (3) Bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Ajax Paving Industries of Florida, LLC	\$13,986,577.73
Gosalia Concrete Constructors, Inc.	\$17,615,119.00
Crisdel Group, Inc.	\$18,564,000.00

The lowest responsive and responsible Bidder is Ajax Paving Industries of Florida, LLC.

A W/MBE Goal participation rate of 12.0% was prescribed and a W/MBE Goal participation rate of at least 19.5% is incorporated into the Construction Contract.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase Program with respect to construction materials and supplies, as appropriate.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2025-34.

Upon motion of Robert Watkins, seconded by Gary Harrod, Construction Contract for Asphalt Rehabilitation of R/W 10-28, Replacement of Concrete Slabs, & T/W J Shoulders, HCAA Project Nos. 7100 23 & 8240 19 at Tampa International Airport with Ajax Paving Industries of Florida, LLC in the amount of \$13,986,577.73 was unanimously approved by all Board Members present; staff was authorized to use Owner's Direct Purchase Program if appropriate; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2025-34.

Item K2

Purchase Orders, Armed and Unarmed Security Guard Services utilizing City of Orlando Request for Proposal RFP24-0031, Universal Protection Service, LLC d/b/a Allied Universal Security Services, LLC, Tampa International Airport, presented by Ben Robins.

The Authority is required to provide aviation worker screening services on an ongoing basis occurring at various times and locations throughout Tampa International Airport. These services are required pursuant to Transportation Security Administration Airport Security Program National Amendment TSA-NA-23-02 for Aviation Worker Screening. Services consist of conducting random, prohibited item inspections of credentialed (badged) employees and escorted visitors at non-public access points.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

This item authorizes the issuance of Purchase Orders to Universal Protection Service, LLC d/b/a Allied Universal Security Services, LLC for armed and unarmed security guard services, utilizing City of Orlando Request for Proposal RFP24-0031, beginning on March 9, 2025 and ending on May 31, 2029, with five (5), one-year renewal options at the discretion of the Authority Chief Executive Officer or designee, in a maximum purchase authorization amount of \$5,200,000.

This item is included in the O&M Budget.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, the issuance of Purchase Orders to Universal Protection Service, LLC d/b/a Allied Universal Security Services, LLC, were unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents. No resolution was required.

Item K3

Purchase Orders, LiDAR Sensors, The Indoor Lab LLC, Tampa International Airport, presented by Marcus Session.

In October 2022, the Authority entered into a Proof of Concept (POC) with The Indoor Lab LLC (Indoor Lab). The POC included the implementation of Indoor Lab, a platform leveraging Light Detection and Ranging (LiDAR), artificial intelligence, and machine learning. As a result of the success of the POC, Indoor Lab offered the Authority a strategic partnering opportunity which includes cobranding and revenue share opportunities.

On May 6, 2023, the Authority entered into a Development Agreement with Indoor Lab. Through this partnership, the Authority continues to assist Indoor Lab in developing its existing proprietary solution (patent pending). As a result, the Authority co-brands the individual modules that have been developed and assists in marketing the solution. In return, the Authority receives discounts for any additional licensing, professional services, support, and maintenance purchased during future expansion, and receives a revenue share of sales made to other entities. The solution manages the collection of data from LiDAR sensors which were purchased outside of the Development Agreement.

As a result of regulatory changes, Indoor Lab changed the LiDAR sensors that were previously used to Innoviz Technology Ltd. (Innoviz) LiDAR sensors. Innoviz is an automotive supplier that sells LiDAR products to companies like BMW and Volkswagen. Indoor Labs has collaborated with Innoviz for U.S. airport applications. There are many distinctions when using automotive parts in the airport market including, but not limited to, integration, data interface, thermal considerations, perception, and development. Indoor Lab has successfully implemented this solution in the airport market and has advised the Authority they will not entertain other LiDAR sensor platforms.

On September 20, 2024, a Notice of Intent to Sole Source with Indoor Lab was issued for the purchase of Innoviz LiDAR sensor and related services including, but not limited to, installation, maintenance, and support. Indoor Lab is currently the only company authorized to sell Innoviz products to entities in the airport market in the U.S. No Responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required goods and services.

This item authorizes the issuance of Purchase Orders to Indoor Lab for the purchase of Innoviz LiDAR sensor and related services including, but not limited to, installation, maintenance, and support, for the period of March 6, 2025 through March 5, 2030, in the maximum purchase authorization amount of \$4,200,000.

This item is included in the O&M and Capital Budgets.

Upon motion of Robert Watkins, seconded by Gary Harrod, the issuance of Purchase Orders to The Indoor Lab LLC was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents. No resolution was required.

Item K4

Purchase Orders, Local, Long Distance, and Data Services utilizing GSA Contract No. 47QTCA20D0077, Lumen Technologies Government Solutions, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Marcus Session.

On May 7, 2020, the Board authorized the issuance of Purchase Orders to Level 3 Telecom Holdings, LLC utilizing GSA Contract No. GS-35F-0426R for the Term of May 7, 2020 through March 17, 2025 in the maximum purchase authorization amount of \$3,000,000 for local, long distance, and data services, including Wi-Fi, used by Authority staff and airport tenants participating in the Shared Tenant Services Program at Tampa International Airport and the general aviation airports. The Shared Tenant Services Program was designed to utilize advanced telecommunications technology enabling the Authority to procure and provide high level voice and data services at a lower cost.

In November 2020, the Authority was notified that Level 3 Telecom Holdings, LLC merged with Qwest Government Service, Inc. dba CentryLink, re-branded itself as Lumen Technologies Government Solutions, Inc., and would continue to provide services utilizing GSA Contract No. 47QTCA20D0077. This change was approved by the Board on February 4, 2021.

Execution of purchase documents including, but not limited to, statements of work outlining requirements, service orders, statements of work, and service level agreements for support and maintenance are often required to complete purchase transactions.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

This item authorizes the issuance of Purchase Orders to Lumen Technologies Government Solutions, Inc. for local, long distance, and data services, including Wi-Fi, utilizing GSA Contract No.

47QTCA20D0077, at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports for the period of March 18, 2025 through March 11, 2030, in the maximum purchase authorization amount of \$2,800,000.

In addition, this item authorizes the Chief Executive Officer or designee to execute all ancillary documents required to complete purchases including, but not limited to, service orders, statements of work, and service level agreements.

This item is included in the O&M and Capital Budgets.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, the issuance of Purchase Orders to Lumen Technologies Government Solutions, Inc. was unanimously approved by all Board Members present; the Chief Executive Officer or designee was authorized to execute documents required to complete purchases including, but not limited to, service orders, statements of work, and service level agreements; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents. No resolution was required.

Item K5

Increase in Authorization, Data Communications Products and Services utilizing State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS, Presidio Networked Solutions, LLC through Cisco Systems, Inc. and Juniper Networks, Inc., Tampa International Airport, presented by Marcus Session.

On August 5, 2021, the Board authorized the issuance of Purchase Orders to Presidio Networked Solutions, LLC (Presidio) for the Term of August 5, 2021 through September 30, 2024, with two, one-year renewal options at the discretion of the Chief Executive Officer or designee, contingent upon execution of the respective renewals between the State of Florida Department of Management Services, Presidio Networked Solutions, LLC, Cisco Systems, Inc. (Cisco), and Juniper Networks, Inc. (Juniper), in the maximum purchase authorization amount of \$7,875,000, including the renewal options.

On September 3, 2024, the Chief Executive Officer authorized the first, one-year renewal option at the same terms and conditions for the renewal period of October 1, 2024 through September 30, 2025.

Presidio is an authorized reseller of Cisco and Juniper products under the State of Florida Department of Management Services Contract No. 43220000-NASPO-19-ACS. Presidio offers a range of services including unified communications, networking, routers, switches, security, storage networking, wireless solutions, and facility management, monitoring, and control.

Execution of purchase documents including, but not limited to, statements of work outlining requirements, end user license agreements for the rights to use software, and service level agreements for support and maintenance, are often required to complete purchase transactions.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to purchase goods and services without obtaining three quotes or advertisement.

This item requests an increase of \$3,400,000 to the previously approved maximum purchase authorization amount of \$7,875,000 for data communications products and services, for a new maximum purchase authorization amount of \$11,275,000.

In addition, this item authorizes the Chief Executive Officer or designee to execute all ancillary documents required to complete purchases including, but not limited to, statements of work, end user license agreements, and service level agreements.

This item is included in the O&M and Capital Budgets.

Upon motion of Robert Watkins, seconded Commissioner Cohen, an increase of \$3,400,000 to the previously approved maximum purchase authorization amount for data communications products and services for a new maximum purchase authorization amount of \$11,275,000 was unanimously approved by all Board Members present; the Chief Executive Officer or designee was authorized to execute documents required to complete purchases including, but not limited to, statements of work, end user license agreements, and service level agreements; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents. No resolution was required.

Item K6

Renewal of Property Insurance Program, Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports, presented by Justin Piazza.

The Authority's property insurance program is currently insured by AIG Specialty Insurance Company (AIG), which acts as the lead insurer for the program, and fourteen other insurers that participate on a quota share basis. The property insurance program provides \$75 million for Named Wind and Flood and \$500 million for all other perils coverage. This insurance covers approximately \$3.54 billion in insured values at Tampa International Airport and the three general aviation airports. The current property insurance program will expire on April 1, 2025. The renewal property insurance program was marketed by Arthur J. Gallagher Risk Management Services, Inc. (Gallagher), the Authority's insurance broker, to thirteen direct insurance carriers, twenty-nine wholesale insurance markets, seventy Lloyd's of London syndicates, ten reinsurance markets, and five Bermuda markets.

According to Gallagher, the Florida property insurance market remains challenging, particularly following the impact of two major hurricanes in 2024. Insurance carriers are strategically offering limited lines and reduced amounts of coverage to mitigate their catastrophic exposure. In response, on behalf of the Authority, Gallagher advocated for enhanced terms, conditions, and pricing in 2025. Gallagher stimulated competition within the marketplace by introducing additional insurance carriers, which increased competition and contributed to cost reductions. Consequently, many incumbent carriers were compelled to offer rate decreases to maintain their competitiveness in the 2025 property insurance program. Historically, AIG has been the lead insurer on the Authority's property insurance program; however, this year, AIG will be reducing their limit and incorporating additional insurers to share the risk and ensure stability.

In the recommended property insurance program, Chubb (ACE) will be considered as the lead insurer. The remainder of the recommended property insurance program includes various other markets. Lloyd's of London will continue to provide the recommended Terrorism coverage, which includes both standard property losses and Nuclear, Chemical, Biological, and Radiological losses caused by certified and non-certified acts of "terrorism". Hartford Steam Boiler will provide the Equipment Breakdown coverage.

The recommended property insurance program has the same coverage limits as the expiring property insurance program, and includes \$500 million for All Other Perils, \$75 million for Named Wind, \$75 million for Flood, \$100 million for Terrorism coverage, and \$5 million for Nuclear, Chemical, Biological, and Radiological coverage. The Named Wind and Special Flood Hazard Area coverages are subject to a 5% deductible, applied per unit of insurance (i.e., per building/structure), with a \$250,000 per occurrence minimum deductible. The Equipment Breakdown coverage will continue to provide \$200 million of limits with a deductible of \$100,000 per occurrence. The recommended property insurance program also includes funding for property appraisals, and a Parametric policy with a maximum payout of \$5,000,000 in the event sustained winds exceed 110 miles per hour at pre-defined location(s) during a Named Windstorm.

The total cost of the property insurance program recommended by Gallagher, including all surcharges and assessments, will not exceed \$6,838,574, which is a decrease of \$892,000 (11.54%) over last year's property insurance program. The proposed property insurance program reflects the best terms and pricing over any alternatives. The Authority's insurance consultant, Siver Insurance Consultants, reviewed Gallagher's proposed property insurance program and found it to be competitive and consistent with their expectations for the renewal of property insurance programs at other large Florida governmental entities and major airports.

Authority staff and Siver Insurance Consultants recommend the Authority accept Gallagher's recommended property insurance program at a total cost not to exceed \$6,838,574.

This item is included in the O&M Budget.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, the Board unanimously approved and authorized Gallagher to bind the property insurance program listed above for the 12-month policy period beginning April 1, 2025, and authorized the payment of appraisals, additional property premiums, taxes, fees, and assessments invoiced throughout the policy period for newly acquired, revalued, or other property added to the policy after renewal. No resolution was required.

Item K7

CEO Employment Contract, Tampa International Airport, Resolution No. 2025-39, presented by Elita McMillon and Laura Balsler from Korn Ferry.

On December 5, 2024, following the November 12, 2024 Special Board Meeting where the Board selected Michael A. Stephens as the next Chief Executive Officer for the Authority, the Board directed Michael Bell (Korn Ferry) to work with Board Vice Chairman, Gary Harrod, to negotiate an Employment Contract with Mr. Stephens and to bring the proposed Employment Contract to the Board for approval.

The proposed negotiated Employment Contract with Mr. Stephens is presented for review and approval.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2025-39.

Gary Harrod moved the motion and it was seconded by Commissioner Cohen.

Chairman Diehl opened the item up for discussion.

Gary Harrod expressed his support of the Contract. He praised Mr. Stephens' commitment to prioritizing the Airport.

Commissioner Cohen added that it was a fair and reasonable Contract and he would support it.

Mayor Castor expressed gratitude to Korn Ferry, the TPA team, and Gary Harrod for their efforts, and gave her support for the Contract.

Robert Watkins voiced concerns about the Contract and questioned the five-year Term. He suggested that a shorter time frame of 2 or 3 years would be more appropriate given that Mr. Stephens has not yet served as CEO.

Mr. Watkins requested clarification about the criteria for Mr. Stephens' duties as outlined in the Contract, questioning how they were determined and referring to previous discussions about having a workshop to develop those criteria.

Elita McMillon clarified that the duties were based on the previous CEO's job description and performance evaluations, as well as qualifications developed with Korn Ferry.

Robert Watkins raised other concerns with the Contract for Mr. Stephens, specifically regarding its provisions on hiring, firing, and outside activities including a "moonlighting provision," which would allow Mr. Stephens to engage in outside business activities. He stated that it would contradict the expectation for him to devote full attention to his role as CEO.

Elita McMillon explained that the provision was intended to clarify Mr. Stephens' ability to engage in outside activities as long as they did not interfere with his duties. Michael Stephens responded by stating his commitment to the Authority.

Mr. Watkins expressed concerns regarding the compensation and benefits outlined in Mr. Stephens' Contract, specifically the Florida Retirement System (FRS). He questioned why the Contract stipulates that the Authority would cover up to \$300,000 in costs if Mr. Stephens choose to convert from an investment plan to a pension plan and said this was a personal choice.

Elita McMillon explained that this provision was intended to serve as a retention mechanism and pointed out the long-term commitment required for a defined benefit plan.

Laura Balser stated that it is a strategic investment to retain Mr. Stephens and that the potential cost is minimal compared to the expense of hiring a new executive.

Mr. Watkins raised concerns about a \$5 million term life insurance policy for Mr. Stephens in his Contract asking why it was necessary to provide such a benefit, especially since it is not offered to other executives.

Ms. Balser defended the provision, stating that executive life insurance is a common benefit among organizations and that the cost of \$7,500 per year is a worthwhile investment for the goodwill it generates.

Mr. Watkins then inquired about the unileave benefits, pointing out that Mr. Stephens already has accrued leave from his nearly ten years with the organization. Mr. Watkins was not sure why the Contract should credit him with an additional 320 unileave hours. Ms. McMillon explained that the unileave benefit was customary for high-level executives. Mr. Watkins also asked for clarification on the specifics of selling back unileave hours.

Mr. Watkins expressed his objection concerning the reimbursement for professional association dues, which included Mr. Stephens Florida Bar dues. He argued that since Mr. Stephens would not be providing legal services to the Authority, it was unnecessary to cover these costs.

Watkins also raised concerns about the annual performance evaluation process, questioning the timelines set out in the Contract. He stated that the evaluation is scheduled for December but often the financial reports are not available until later. He suggested changing the timeline to ensure a more effective evaluation process.

Mr. Watkins questioned the annual compensation review. He asked for clarification on whether the performance-based annual incentive was mandatory or discretionary. Laura Balser confirmed that the incentive is discretionary. Mr. Watkins expressed concern that the language in the Contract might be interpreted as a requirement rather than an option.

Robert Watkins objected to Paragraph 11 of Mr. Stephens' Contract, which included a non-disparagement clause. He argued that such a clause is unnecessary and was not found in previous contracts. Mr. Watkins asked that it be removed altogether.

Chairman Diehl expressed appreciation for the efforts of Korn Ferry, Elita, and others involved in the Contract process for Mr. Stephens. He stated that Mr. Stephens is a known entity with a solid track record, which could lead to cost savings and effective performance due to his familiarity with the organization. Chairman Diehl highlighted the importance of retaining key leadership in the Airport's ongoing projects and viewed the five-year Contract as beneficial.

Mayor Castor supported the Contract, pointing out that Mr. Stephens' compensation structure is more favorable compared to the previous CEO, with a lower minimum annual increase and no longevity bonus initially. She considered the payment of Florida Bar dues as beneficial. Mayor Castor agreed with the inclusion of the non-disparagement clause.

Commissioner Cohen addressed concerns about the FRS provisions and the Florida Bar dues, explaining that the pension plan commitment creates an incentive for longevity and that paying Florida Bar dues is a courtesy that supports Mr. Stephens in his role.

Upon Mr. Harrod's previous motion, seconded by Commissioner Cohen, the Employment Contract with Michael A. Stephens was approved by 4 to 1 vote with approval from Mayor Castor, Commissioner Cohen, Gary Harrod and Chairman Diehl. Robert Watkins voted in opposition. Resolution 2025-39 was adopted.

This concluded New Business.

There were no Staff Reports.

Before adjourning the meeting, General Counsel Stephens requested an Attorney-Client Closed Session be held at the April 2025 Board Meeting to discuss pending litigation and strategy related to litigation expense and to seek the Board's direction.

With no further business to be brought before the Board, Chairman Diehl adjourned the meeting.



Arthur F. Diehl III, Chairman



Jane Castor, Secretary