

Hillsborough County Aviation Authority
Regular Board Meeting and Board of Adjustment Public Hearing

Thursday, 9:00 a.m.
March 4, 2021

A Regular Board Meeting and Board of Adjustment Public Hearing of the Hillsborough County Aviation Authority was held both in person and by electronic means of communications media technology.

Mr. Harrod welcomed everyone to the March 4, 2021 Regular Board Meeting and Board of Adjustment Public Hearing of the Aviation Authority.

Board Members present were: Gary Harrod, Robert Watkins, General Diehl, Commissioner Stacy White, and Mayor Jane Castor.

Authority staff members physically present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Michael Kamprath, Scott Knight, Elita McMillon, Veronica Cintron, Teresa Howell, Violet Cummins, Jeff Siddle, James Tarro, Marcus Session, Danny Cooper, Brett Fay, Chief Charlie Vazquez, Aimee Pidgeon, Maria Cook, Brandon Taugner, Marilyn Gauthier, Laura Rozansky, Ann Walters, Beth Baucom and Brian Miles.

Authority staff members that appeared electronically were Tony Conza, Ann Davis, Amy Flack, Aaron England, Barbara Grilli, Beth Zurenko, Chris Reyes, Devon Barnett, Diane DiRocco, Don Fizell, Dan Johnson, Danny Glennon, Ed Haines, James Hanney, Luis Galan, Laurie Noyes, Laura Tatem, Mary Baltzell, Michelle Benjamin, Mandi Schuler, Melissa Solberg, Paul Ridgeway, Rebecca Waterman, Tara Camp, Thomas Johnson, Bruce Harrison, Carol Cowan, Cynthia Learie, Krissy Phillips, Damaris Torres Cordova, Danny Valentine, Kelly DeForest, Kathleen Fisher, Kendra Thomas, Kate Webb, Morgan Greif, Nancy Rubin, Rich Coudurier, and Tom Thalheimer.

The Pledge of Allegiance was recited.

General Counsel Stephens announced that pursuant to TSA Security Directive 1542-21-01, which went into effect on February 1, 2021, all participants within the Main Terminal are required to wear masks at all time during the meeting and even when speaking unless actively engaged in eating or drinking activities.

General Counsel Stephens then shared information with the audience on how to rejoin the regular Board Meeting after the Attorney Client Closed Session that would be happening at the end of this meeting.

Chairman Harrod then called the Board of Adjustment Public Hearing to Order.

Michael Kamprath discussed the rules for the Public Hearing of the Aviation Authority Board of Adjustment. There was one Petition for Variance and the Public Hearing was duly noticed by newspaper advertisement on February 10, 2021. No comments from the public were received.

Chairman Harrod swore in Tony Mantegna and Petitioner, Chris Alexakis of CHR.ST.AL (CSA) Construction who appeared electronically with regard to Item C1.

The following item was heard during the Board of Adjustment Public Hearing.

Item C1

Airport Study No. 2020-151, CHR.ST.AL Construction, Inc., requesting a variance to construct a 12,000 sq. ft. aircraft hangar with a parking lot, with a maximum height of 36' AMSL, located at 875 Severn Ave, Tampa, FL, Peter O. Knight Airport, Resolution No. 2021-12, presented by Tony Mantegna.

CHR.ST.AL Construction, Inc. (Petitioner) is seeking to construct a 12,000 sq. ft aircraft hangar with a parking lot, with a maximum height of 36' AMSL, located at 875 Severn Ave, Tampa, FL on Peter O. Knight Airport.

Notice of this hearing before the Board of Adjustment was provided on February 10, 2021.

Petitioner is requesting a variance to construct an aircraft hangar with a parking lot.

The Petition was presented to the Airport Hearing Officer on January 14, 2021 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would do substantial justice, and was in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that Petitioner's request would not be a hazard to air navigation provided certain conditions are met. Additionally, the FDOT did not identify any concerns with the request.

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) e-file FAA Form 7460-2, Notice of Actual Construction or Alternation, if the project is abandoned or within five (5) days after the construction reaches its great height; (2) notify the Airport at least 3 business days prior to starting construction; (3) apply for a separate permit from the Authority if equipment, such as a crane, is installed which exceeds thirty-six feet (36') AMSL; (4) mitigate any glint or glare issues identified by the Authority to the satisfaction of the Authority to avoid adverse impacts to aviation; and (5) follow all conditions specified in the FAA Final Determination, including compliance with FAA

Advisory Circular 150/5370-2, "Operational Safety on Airports During Construction", and mark the structure with red obstruction lights that conform with Chapters 3, 4, 5 and 12 of FAA Advisory Circular 70/7460-1L, Change 2, Obstruction Marking and Lighting.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires June 4, 2022, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Upon motion of Robert Watkins, seconded by General Diehl, Airport Study No. 2020-151, CHR.ST.AL Construction, Inc., requesting a variance to construct a 12,000 sq. ft. aircraft hangar with a parking lot, with a maximum height of 36' AMSL, located at 875 Severn Ave, Tampa, FL at Peter O. Knight Airport was unanimously approved by all Board Members present; and the Airport Zoning Director or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-12.

Chairman Harrod closed the Board of Adjustment Public Hearing and called the Regular Board Meeting to Order.

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

Upon motion of Commissioner White, seconded by Mayor Castor, the Agenda was unanimously approved by all Board members present.

Chairman Harrod then moved to Public Comments. Any person who attended in person would have the opportunity to address the Board. He reminded the public that provisions were made for any member of the public attending electronically and who desired to participate in the public comments portion of the meeting to have access to the meeting. Anyone wishing to be heard was instructed on the public notice for this meeting and on the Tampa International Airport website to email the Board Services Administrator at publiccomments@tampaairport.com. The deadline for receiving public comments was at 8:00 a.m. on March 4, 2021. Any comments that were received by that deadline would be read by Legal Affairs. Emailed public comments would be afforded equal consideration as if the public comments were offered in person.

There were no Public Comments.

Chairman Harrod asked if there were any abstentions from the Regular Board Meeting held on February 4, 2021 that needed to be read into the record.

General Counsel stated that there was one abstention by Chairman Harrod during the February 4, 2021 Board Meeting on Consent Item G3, Use and Permit Agreement for Off-Airport Rental Car Concession, ER Travel, LLC d/b/a Easirent, Tampa International Airport, Resolution No. 2021-07. The reason for the abstention was that Easirent is a commercial tenant on a commercial property Chairman Harrod has an ownership interest in.

There were no abstentions anticipated at the March 4, 2021 Board Meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on February 4, 2021.

Commissioner White asked if there was anything in the minutes about Mr. Watkins questions related to executive contracts. Commissioner White wanted to ensure that everyone on the Board agreed that Staff would bring executive contracts before the Board for approval.

Mr. Lopano stated that was his understanding.

Upon motion of Commissioner White, seconded by General Diehl, the Minutes of the Regular Board Meeting held on February 4, 2021 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Chris Minner, Executive Vice President of Marketing and Communications, began with the Performance Assessment Report.

There were 878,000 passengers in the month of January which represented a decrease of 54% versus one year ago. International traffic served 8,500 total passengers which was down 91% versus a year ago.

There were 9,700 air carrier operations which was a reduction of 34.5% versus a year ago. This is a reflection that the airlines are flying aircraft that are not 100% full in terms of their seats.

Mr. Minner talked extensively about market resilience in Tampa Bay and shared trends from Redfin, Urban Land Institute, and Zillow among others.

Mr. Minner then turned to current events and shared that Tampa International Airport is hosting MacDill Air Force Base in the gallery with the Home and Abroad exhibit.

There were 7,000 new followers on social media in the last month. There was a lot of Super Bowl coverage as well as coverage on the Federal Mask mandate, SkyConnect car delivery, and the TPA hiring day where 39 people were hired.

John Tiliacos, Executive Vice President of Operations and Customer Service, was next to report on the Super Bowl.

There were more than 145,000 people that passed through Tampa International Airport between February 4th and 8th which was designated as the Super Bowl operational period. There was a one day curbside check in service in conjunction with the airlines the day after the game that customers with checked bags took advantage of. Concessions sales for the Super Bowl period were up 60% over the same day last year. Tampa Bay Sports, located in the Main Terminal, had its best day ever in sales the day after the game. There were 870 general aviation aircraft operations in and out of TPA and more than 180 aircraft were parked on two taxiways. The east west runway was closed for aircraft parking. A remote air traffic control tower was set up on the east side of the airfield to assist the main FAA tower with handling the heavy volume of arriving and departing traffic.

Mr. Tiliacos thanked the Aviation Authority and as well as community partners for their contributions.

General Diehl inquired about the timing of the 200 departures of general aircraft after the game had ended. Mr. Tiliacos did not have the details but said that he would provide that information to General Diehl.

Chief Vazquez was next to report on TIAPD's recent accreditation by the Commission for Florida Law Enforcement Accreditation. Accreditation is recognized as a means of maintaining the highest standards of professionalism and requires an in-depth review of every aspect of the agency. TIAPD received its initial CFA accreditation in 2017 and was re-accredited during the December 8th to 10th site inspection. Re-accreditation involved meeting a total of 199 standards. TIAPD received 99.4% of standards graded as in compliance. Chief Vazquez recognized Laura Rozansky as well as Captain Ann Walters and Lt. Beth Baucom for their efforts.

Mayor Castor also thanked Chief Vazquez for being re-accredited.

This concluded Mr. Lopano's Management Report.

Chairman Harrod then moved on to the Consent Agenda and asked if anyone would like to have anything set aside for further consideration.

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

The following items were contained in the Consent Agenda.

Item I1

Ground Lease Agreement, Worldwide Aircraft Services, Inc. dba Jet ICU, Tampa International Airport, Resolution No. 2021-14.

Worldwide Aircraft Services, Inc. dba Jet ICU (Jet ICU) began their operation in St. Petersburg/Clearwater in 2003 providing air ambulances to patients who need medical transport worldwide. In 2007 Jet ICU relocated their operation to Brooksville-Tampa Regional Airport. In 2020, Jet ICU looked to Tampa International Airport (Airport) to house their permanent location. On December 23, 2020, the Authority entered into a Letter of Agreement (LOA) with Jet ICU for one-year, with a one-year renewal option, for Jet ICU to occupy the hangar located at 4408 W. Tampa Bay Blvd. as they move their operation to the Airport. Jet ICU desires to enter into a Ground Lease Agreement (Agreement) to construct a new hangar at the Airport.

Staff recommends approval of the Agreement with Jet ICU for the lease of approximately 104,962 square feet of unimproved land (Premises). Jet ICU will invest approximately \$3,000,000 to construct a new hangar consisting of a minimum of 30,000 square feet that will house Jet ICU offices, maintenance and operations.

This Agreement is effective upon Board signature and expires on the 20th anniversary of the Commencement Date. This Agreement allows for two, five-year renewal options if approved by the Authority's CEO. At the end of the initial term, the new hangar reverts to the Authority. Ground rent under the Agreement is established by fair market value appraisal at \$0.72 per square foot per year and will increase by 2.20% each year on the Commencement Date. Beginning five years after the Commencement Date and every five years thereafter, ground rent will be adjusted based on the current fair market value, but such adjusted ground rent will not be less than the previous year's ground rent. Initial monthly rent paid by Jet ICU under this Agreement will be \$6,298, for a total initial annual rent of \$75,572 plus applicable taxes.

Management recommended adoption of Resolution No 2021-14.

Resolution No. 2021-14 approved and authorized execution of Ground Lease Agreement at Tampa International Airport with Worldwide Aircraft Services, Inc. dba Jet ICU; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item 12

Space Rental Agreement, Silver Airways LLC, Tampa International Airport, Resolution No. 2021-15.

Silver Airways LLC (Silver) leased space at Tampa International Airport (Airport) through a Space Rental Agreement which expired on September 30, 2020.

As of October 1, 2020, all airlines operate at the Airport under a Rates by Resolution, and any tenant wishing to lease space at the Airport is required to enter into a Space Rental Agreement (SRA) with the Authority.

This SRA has an initial term effective March 1, 2021 and terminating September 30, 2022, with four (4) separate one (1) year renewal options upon sixty (60) days written request prior to the expiration of the then existing term and written approval by the Authority’s CEO (Renewal Options). If all Renewal Options are exercised, this SRA will have a final termination date of September 30, 2026.

This SRA has standard terms, including, but not limited to, environmental, insurance, and indemnity.

Utilizing Fiscal Year 2021 Signatory rates, Silver leases Ticketing Level and Ticketing Counter space at \$206.79 per square foot, and Airside A - Ramp Level space at \$81.47 per square foot. This SRA provides for an annual rental rate adjustment.

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Ticketing Level	154	\$206.79	\$31,845.66	\$2,653.81
Main Terminal – Ticketing Counter	275	\$206.79	\$56,867.25	\$4,738.94
Airside A - Ramp Level	1,593	\$81.47	\$129,781.71	\$10,815.14
TOTAL			\$218,494.62	\$18,207.89

Management recommended adoption of Resolution No. 2021-15.

Resolution No. 2021-15 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Silver Airways LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item 13

Contract, Elevator, Escalator, Dumbwaiter, and Moving Walkway Inspections, American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC, Tampa International and Tampa Executive Airports, Resolution No. 2021-20.

The Authority currently has 108 elevators, 54 escalators, nine (9) dumbwaiters, and ten (10) moving walkways that require annual inspections and filing of annual inspection reports in accordance with Florida Statute Sections 399.061 and 399.07, as administered by the Florida Department of Division of Business & Professional Regulation, Bureau of Elevator Safety (DBPR). In 2017, American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC was awarded a three (3) year quote to perform the annual inspections and filing of annual inspection reports with DBPR.

On December 16, 2020, an Invitation to Bid (ITB) for Elevator, Escalator, Dumbwaiter, and Moving Walkway Inspections at Tampa International and Tampa Executive Airports was issued. The services provided will include all annual inspections and filing of annual inspection reports as required by DBPR.

On January 26, 2021, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC	\$142,498.00
Bureau Veritas National Elevator Inspection Services, Inc.	\$203,907.10
Liberty Elevator Experts, LLC	\$173,475.00

*Dade Elevator Inspections, Inc. was deemed non-responsive for failing to submit the required Bid Pricing Form.

The lowest responsive and responsible bidder is American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC.

No specific goal for W/MBE participation was established.

This item authorizes the execution of the Contract for Elevator, Escalator, Dumbwaiter, and Moving Walkway Inspections (Contract) with American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC for a maximum purchase authorization of \$147,498, which includes \$5,000 for extra work. The term of this Contract is three (3) years with two (2), discrete one-year renewal options to be authorized at the discretion of the Chief Executive Officer or his designee. The Authority's Director of Maintenance or designee may authorize extra work or adjust the quantity of elevators, escalators, dumbwaiters, and moving walkways to be inspected at the negotiated price without formal amendment to the Contract.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2021-20.

Resolution No. 2021-20 approved and authorized award and execution of Contract for Elevator, Escalator, Dumbwaiter, and Moving Walkway Inspections at Tampa International and Tampa Executive Airports with American Testing and Inspections Services, LLC dba ATIS Elevator Inspections, LLC; rejection of the response received from Dade Elevator Inspections, Inc. as non-responsive for failing to submit the required Bid Pricing Form; authorized the Authority's Director of Maintenance or designee to adjust quantities to be inspected at the negotiated price without formal amendment to the Contract; authorized the Authority's Director of Maintenance or designee to authorize extra

work in the amount of up to \$5,000 over the term of the Contract as needed; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item I4

Maintenance Contract, Baggage Handling System Hardware/Software Support, Rexel USA, Inc., Tampa International Airport, Resolution No. 2021-24.

The Authority currently uses proprietary Baggage Handling System (BHS) Programmable Logic Controller (PLC) equipment hardware and software manufactured by Rockwell Automation and Allen Bradley, a division of Rockwell Automation. Rexel USA, Inc. is the exclusive authorized Rockwell Automation service provider for the Authority's geographic area.

On March 4, 2016, the Authority entered into a sole source contract with Rexel, Inc. to provide proprietary support for the BHS equipment for an annual fixed price of \$33,723.36 with the contract term expiring on March 1, 2021. An Assignment and Assumption Contract, executed on August 20, 2018, assigned all rights under the contract from Rexel, Inc. to Rexel USA, Inc.

On May 20, 2020, a Notice of Intent to Sole Source with Rexel USA, Inc. for the purpose of providing continuing support for the fully automated, high-speed BHS system providing baggage tracking, scanning, and sorting features was publicly advertised. 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 Maintenance Contract for Baggage Handling System Hardware/Software Support (Contract) with Rexel USA, Inc. The term of the Contract is March 1, 2021 through February 28, 2026 with a fixed annual price of \$36,829.40. The Contract includes hourly labor rates for any required extra work beyond the normal scope of the Contract. This item also authorizes up to \$20,000 of extra work annually, as needed. The Authority may cancel the Contract following 30 days written notice to Rexel USA, Inc.

W/MBE participation was not prescribed due to the proprietary nature of the Contract.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2021-24.

Resolution No. 2021-24 approved and authorized execution of Maintenance Contract for Baggage Handling System Hardware/Software Support at Tampa International Airport with Rexel USA, Inc.; authorized the Chief Executive Officer or his designee to authorize extra work in an amount up to

\$20,000 annually as needed; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item 15

Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport.

Under provisions of the U.S. Department of Treasury Guide to Equitable Sharing for Foreign Countries and Federal, State and Local Law Enforcement Agencies (Guide), Federal forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes.

Authority Standard Procedure S440.14 requires expenditures from Federal forfeiture funds to be made only after approval from Legal Affairs and the Authority Board. Legal Affairs has reviewed this request and agrees with the expenditures.

Authorize the expenditure of Federal forfeiture funds to be used by the Tampa International Airport Police Department for a maximum purchase authorization of \$10,175.00 for a radar speed sign trailer.

This item is included in the Federal Forfeiture Funds Budget.

The Chief Executive Officer recommended the Board authorize the expenditure of Federal forfeiture funds and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

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

Item 16

Authorization to Dispose of Surplus Property, Tampa International Airport.

In November 2019, the Authority purchased a Dell Compellent storage array. Compellent is an all-in-one storage solution that allows organizations to actively manage data at a highly granular level using built-in intelligence and automation. This is the primary solution used to store the videos from Authority CCTV video feeds. The Compellent storage array has been discontinued by Dell and replaced with PowerScale. As such, the Compellent storage array has been determined to be surplus and serves no useful function.

In order to accommodate for the storage replacement, additional CCTV videos, and expansion of SkyCenter One, Authority staff requests the Compellent storage array be designated as surplus as a credit for trade-in to be used towards purchasing the PowerScale solution.

On January 29, 2021, a purchase order was issued to Dell Marketing, L.P. for the purchase of the PowerScale solution under a separate Board authorization in the amount of \$1,239,358. The purchase amount takes into consideration a \$297,761 credit for trade-in of the Compellent solution equipment as listed in the table below.

Description	QTY	Year Purchased	Asset Tag
Compellent PAHP-CCTV01 Top Controller - Model SC9000, Serial No.FM2GBZ2	1	2019	703678
Compellent PAHP-CCTV01 Bottom Controller - Model SC9000, Serial No. FM2HBZ2	1	2019	703677
Compellent PAHP-CCTV Disk Shelf 03 SSD - Model SC420, Serial No. G2DCBZ2	1	2019	703676
Compellent PAHP-CCTV01 Top Controller - Model SC9000, Serial No.FM2GBZ2	1	2019	703675
Compellent PAHP-CCTV01 Bottom Controller - Model SC9000, Serial No. FM2HBZ2	1	2019	703674

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes as a credit for trade-in to be used towards the purchase of the PowerScale solution with an estimated value of \$297,761.

The Chief Executive Officer recommended the Board designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes as a credit for trade-in to Dell Marketing, L.P. towards the purchase of the PowerScale solution.

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

Item 17

Supplemental Contract, Data Storage, Cloud, Converged, Data Protection and Technology Solutions utilizing National Cooperative Purchasing Alliance Contract Nos. 01-42 and 01-82, Dell Marketing L.P. and EMC Corporation, Tampa International Airport, Resolution Nos. 2021-17 and 2021-22.

On November 7, 2019, the Board authorized the issuance of purchase orders to Dell Marketing L.P. utilizing National Cooperative Purchasing Alliance Contract No. 01-42 and EMC Corporation utilizing National Cooperative Purchasing Alliance Contract No. 01-82 for the purchase of equipment, software and related services for the period of November 1, 2019 through October 31, 2021, with two, one-year renewal options at the discretion of the Chief Executive Officer, in a total not-to-exceed amount of \$6,000,000.

In November 2019, the Authority purchased a Compellent storage array. Compellent is an all-in-one storage solution that allows organizations to actively manage data at a highly granular level using built-in intelligence and automation. The solution was tested and met the Authority's expectations as a replacement for its current solution. Compellent has been discontinued and replaced with PowerScale.

The Authority's Information Technology Services Department requires additional storage capacity and replacement of its current storage solution to accommodate the SkyCenter One expansion. Dell Marketing L.P. has offered the Authority a five-year, no interest payment structure through its sister company Dell Financial Services L.L.C. as authorized through National Cooperative Purchasing Alliance Contract No. 01-42.

On January 29, 2021, a purchase order was issued for the purchase of the PowerScale solution under the current Board authorization in the amount of \$1,239,358. The purchase amount takes into consideration a \$297,761 credit for trade-in of the Compellent solution. Dell Marketing L.P. requires execution of various agreements, including, a payment agreement, a payment agreement government rider, and title transfer letter to finalize this purchase. The current Board authorization did not include authorization for the Chief Executive Officer to execute these additional agreements. Additionally, a Supplemental Contract will provide for the inclusion of statutorily required and other contract language.

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 execution of a separate Supplemental Contract, to include statutorily required and other contract language, with Dell Marketing L.P. utilizing National Cooperative Purchasing Alliance Contract No. 01-42, and with EMC Corporation utilizing National Cooperative Purchasing Alliance Contract No. 01-82, for the purchase of equipment, software and related services.

In addition, this item authorizes the Chief Executive Officer or his designee to execute all agreements required to complete the purchase of the PowerScale solution, including, but not limited to, a payment agreement, a payment agreement government rider, and title transfer letter to facilitate the current purchase of the PowerScale solution and future purchases of equipment, software and related services.

There is no change to the existing term or maximum purchase authorization amount of the purchase orders.

Management recommended adoption of Resolution Nos. 2021-17 and 2021-22.

Resolution No. 2021-17 approved and authorized execution of Supplemental Contract with Dell Marketing L.P.; authorized the Chief Executive Officer or his designee to execute agreements allowing the Authority to efficiently complete purchase transactions and take advantage of special financing options; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2021-22 approved and authorized execution of Supplemental Contract with EMC Corporation; authorized the Chief Executive Officer or his designee to execute agreements allowing the Authority to efficiently complete purchase transactions and take advantage of special financing options; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

There were no items in Policies or Rules for Consideration or Action or Committee Reports. Mr. Harrod moved to Unfinished Business.

The following item was contained in Unfinished Business.

Item L1

Part 2 Contract for Design-Build Services, SkyCenter Authority Offices Interior Fit Out Including AOC, ICC, NOC and Data Center, HCAA Project No. 8226 17, DPR Construction, A General Partnership, Tampa International Airport, Resolution No. 2021-18, presented by Jeff Siddle.

As part of the Authority's Master Plan Phase 2 Program, the curbsides located at the Main Terminal will be expanded. In order to make room for this expansion, the Authority's Administrative Offices Building will be demolished and a new office building and parking garage is being constructed by a third-party developer. The SkyCenter Authority Offices Interior Fit Out Including Airport Operations Center (AOC), Incident Command Center (ICC), Network Operations Center (NOC) and Data Center Project will design and construct the interior office improvements for the Authority's space in the new office building.

On April 5, 2019, a Request for Qualifications entitled SkyCenter Authority Offices Interior Fit Out Including AOC, ICC, NOC and Data Center at Tampa International Airport was issued.

On September 5, 2019, the Board approved negotiations with the number one ranked firm, DPR Construction, A General Partnership.

On November 7, 2019, the Board approved a Part 1 Contract for Design-Build Services in the amount of \$3,482,803 for design of the Project. The CEO has executed two Amendments to the Part 1 Contract totaling \$161,368.

The scope of work of this Part 2 Contract for Design-Build Services will include the construction of the office fit out.

The maximum purchase authorization for this Part 2 Contract for Design-Build Services will be \$34,385,266, bringing the total combined Project Contract amount-to-date to \$38,029,437.

This Part 2 Contract for Design-Build Services will commence on March 4, 2021. Substantial completion of the Project is anticipated on April 25, 2022.

This Part 2 Contract for Design-Build Services will incorporate a W/MBE participation of 22.3% for design and 16.7% for construction.

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

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2021-18.

Robert Watkins moved approved, and it was seconded by Mayor Castor.

Commissioner White then asked if Mr. Siddle could explain the process of how bids are vetted prior to arriving to the Board for approval.

Mr. Siddle explained that the Design Builders need to have a procurement plan in place that outlines how they will engage the community and how they will go through minority contracting requirements, accept bids, and how they will analyze those bids to determine the most competitive bid.

Every contract that is managed by the Procurement Department and Planning and Development goes through a rigorous process. Both the Procurement Department and Planning and Development meet with the Design Builder when they get their bids from the subcontracting community either by virtual bids, electronic bids or in person and Staff is there when the bids are opened to determine the lowest responsive bid.

Commissioner White said that when he has served on other boards the Board members would be able to see all of the bidders and where they rank.

Mr. Siddle replied that the next item he will bring to the Board is a good example of where the Board Members will see the number of bids. That is referred to as a delivery method of design build. An item is out to bid, bids are received, and Staff shows exactly how many bids were received. Then the

Board selects the Design Builder and Staff will start the negotiation process. Once Staff receives the Guaranteed Maximum Price, the Design Builder then contracts with the subcontractors.

Mr. Lopano mentioned that the selection of the design builder was decided by the Board months ago. Staff had negotiated with that design builder and came back with a Guaranteed Maximum Price. The Guaranteed Maximum Price had already been approved by the Board and is now brought before the Board to approve the work.

Commissioner White thanked Mr. Lopano and said this information was helpful to understand the process.

Upon motion of Robert Watkins, seconded by Mayor Castor, Part 2 Contract for Design-Build Services, SkyCenter Authority Offices Interior Fit Out Including AOC, ICC, NOC and Data Center, HCAA Project No. 8226 17 at Tampa International Airport with DPR Construction, A General Partnership 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 his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-18.

Chairman Harrod then moved on to New Business. The following items were contained in New Business.

Item M1

Construction Contract, VDF Access Control System Upgrades, HCAA Project No. 6495 17, Foresight Construction Group, Inc., Tampa Executive Airport, Resolution No. 2021-21, presented by Jeff Siddle.

This Project consists of upgrading the security access system for ten (10) doors within the Fixed Based Operations building, one (1) pedestrian gate, and eight (8) Air Operations Area mechanical gates to support the SoftwareHouse CCure 9000 monitoring system at Tampa Executive Airport. The new system will be connected and monitored at the main central system located at Tampa International Airport. A low bid solicitation was advertised on December 9, 2020.

On January 29, 2021, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Foresight Construction Group, Inc.	\$826,568.35
A3 Communications, Inc.	\$875,997.59

The lowest responsive and responsible bidder is Foresight Construction Group, Inc.

A W/MBE Goal participation rate of 12.9% was prescribed and a W/MBE Goal participation rate of at least 41.8% is incorporated into this Contract.

This item is included in the Capital Budget.

Management recommends adoption of Resolution No. 2021-21.

Upon motion of Robert Watkins, seconded by Mayor Castor, Construction Contract for VDF Access Control System Upgrades at Tampa Executive Airport with Foresight Construction Group, Inc. in the amount of \$826,568.35 was unanimously approved by all Board Members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-21.

Mr. Watkins asked Jeff Siddle to give an explanation of the Capital Budget for Commissioner White's benefit.

Mr. Siddle explained that every year, typically in August, the Board is presented with the upcoming program for all costs and expenses which includes the Capital Budget. Board Members have the opportunity to see the projects contained in the Capital Budget and approve them. Once approved, staff designs the programs and projects go through the procurement process.

Item M2

Prequalification Package, On-Call Concrete Airfield Slab Replacement Program, Tampa International Airport, Resolution No. 2021-23, presented by Jeff Siddle.

The majority of the airfield pavements at Tampa International Airport are comprised of Portland cement concrete pavement sections and are maintained under an FAA-compliant Airfield Pavement Management System. The Authority's Maintenance Department makes routine repairs including joint sealing, crack sealing, and spall repairs. Major pavement maintenance projects are procured approximately every three years to replace cracked and shattered slabs to preserve and extend the pavement service life. Despite this structured program for pavement maintenance, there are times that an urgent concrete airfield slab replacement arises requiring quick mobilization of a qualified contractor to implement repairs.

The purpose of this prequalification process is to establish a list of Prequalified Contractors that will be asked to bid on urgent concrete airfield slab replacements as those efforts are identified. Such bidding opportunities will be on an as needed basis. Work may include the demolition and replacement of existing concrete airfield slabs, including associated airfield lighting as required.

A Prequalification Package solicitation for on-call concrete slab replacement was advertised on November 18, 2020.

On January 20, 2021, six prequalification responses were received and the following five were determined to have met the minimum qualifications to be prequalified:

Company Name

Ajax Paving Industries of Florida LLC
Crisdel Group, Inc.
David Nelson Construction Co.
Gosalia Concrete Constructors, Inc.
Johnson Bros. Corporation, A Southland Company

*Precision 2000, Inc was deemed non-responsive for failing to meet the qualifying projects requirement.

This item authorizes the issuance of purchase orders from March 4, 2021 to March 3, 2026, in a total maximum purchase authorization amount of \$1,500,000 for all purchase orders, to Prequalified Contractors that bid on urgent concrete airfield slab replacement work. Purchase orders will be issued for each urgent concrete airfield slab replacement work opportunity to the Prequalified Contractor with the lowest responsive bid.

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

Management recommended adoption of Resolution No. 2021-23.

Upon motion Commissioner White, seconded by Mayor Castor, purchase orders to Prequalified Contractors for urgent concrete slab replacement work in a total maximum purchase authorization amount of \$1,500,000 were unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2021-23.

Item M3

Purchase Order(s), Security Solutions and Services utilizing National Cooperative Purchasing Alliance Contract No. 12-15, Convergent Technologies, LLC, Tampa International Airport, presented by Marcus Session.

The Authority operates Closed Circuit Television (CCTV) cameras, access control systems, and other security solutions and services for surveillance and security purposes. This authorization provides a mechanism to procure CCTV cameras, access control systems, including biometric security screening hardware and software as part of the Master Security Plan, and other projects, on an as needed basis.

On May 2, 2019, the Board authorized the issuance of purchase orders for security solutions and services to Convergent Technologies, LLC utilizing National Cooperative Purchasing Alliance (NCPA) Contract No. 12-08. The initial term was from May 2, 2019 through November 30, 2019, with two, one-year renewal options at the discretion of the Chief Executive Officer. The maximum purchase authorization amount, including renewals, was \$4,100,000.

NCPA Contract No. 12-08 has been replaced by NCPA Contract No. 12-15.

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 advertising.

Staff recommends the issuance of purchase orders to Convergent Technologies, LLC for security solutions and services utilizing NCPA Contract No. 12-15 for the term of March 4, 2021 through December 31, 2021, with four, discrete one-year renewal options at the discretion of the Chief Executive Officer or designee, contingent upon approval of the renewal options between Convergent Technologies, LLC and NCPA, in the maximum purchase authorization amount of \$2,500,000, including the renewal options.

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

The Chief Executive Officer recommended the Board authorize the issuance of purchase orders to Convergent Technologies, LLC for security solutions and services and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

Robert Watkins moved the motion and it was seconded by General Diehl.

Mayor Castor asked if the \$2.5 maximum purchase authorization was going to be used for security with the Airport's expansion.

Mr. Session explained that it was for general purposes if a security camera needs to be replaced but it would also be used for security cameras in the new building. The Mayor also asked if this would be used for video storage and Mr. Session replied that video storage was previously approved under a separate authorization with Dell for \$6 million.

Mr. Lopano asked John Tiliacos to brief the Board Members next month on the simplified arrival process for international flights.

Purchase orders to Convergent Technologies, LLC for security solutions and services was unanimously approved by all Board Members present and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents. No resolution was required.

Item M4

Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Brian Miles.

The Authority's property program is currently insured by AIG Specialty Insurance Company of American International Group (AIG) for the All Other Perils coverage, and AIG, ACE American Insurance Company (Chubb), and Lloyds of London on a quota share basis for the \$75 million of Named Wind and Flood. This insurance covers approximately \$2.87 billion in insured values at Tampa International Airport and the three general aviation airports. The current property insurance program will expire April 1, 2021. This renewal proposal was marketed to 42 insurance carriers by Arthur J. Gallagher Risk Management Services, Inc. (Gallagher).

Due to an increase in large weather-related loss events, interest rates at historic lows, rapidly increasing loss trends in multiple coverage lines, a global pandemic and the related economic fallout, and continued hard market conditions, the recommended renewal property program has a quota share arrangement for the All Other Perils Coverage with AIG (50%), Indian Harbor Insurance Co. (2.94%), Homeland Insurance Company of NY (17.64%), Scottsdale Insurance Co. (17.645%), and Great American (11.765%). The primary \$75 million, which also includes Named Wind and Flood coverage, will include AIG (50%), ACE American Insurance Company (30%), Star Surplus Lines Insurance Company (10%) and Lloyds of London/National Fire & Marine Insurance Company (10%) on a quota share basis. The Terrorism coverage, which includes both standard property losses and Nuclear, Chemical, Biological, and Radiological losses caused by certified and non-certified acts of "terrorism," is also recommended to remain with Lloyds of London.

This renewal has the same coverage as the expiring policies of \$500 million for All Other Perils, \$75 million Named Wind, \$75 million Flood, \$100 million of Terrorism coverage and \$5 million for Nuclear, Chemical, Biological, and Radiological coverage. The Named Wind and Flood coverage is subject to a 5% deductible, applied per unit of insurance (i.e. per building/structure) with a \$250,000 per occurrence minimum deductible.

The recommended Equipment Breakdown coverage will remain the same as the expiring policy at \$200 million with a deductible at \$100,000 per occurrence. The coverage will be provided by Continental Casualty Company.

The total cost of the property insurance program, including all surcharges, assessments, and an appraisal fee schedule recommended by Gallagher, is \$3,844,337, which is an increase of \$499,112 (14.92%) over last year. This proposed renewal property insurance program had the best terms and pricing over any of the alternatives.

Authority staff and the Authority's insurance consultant, Siver Insurance Consultants, have reviewed the proposed property insurance program and recommend the Authority accept Gallagher's property insurance renewal at a total cost of \$3,844,337.

This item is included in the FY21 O&M Budget.

The Chief Executive Officer recommended the Board authorize Gallagher to bind the property program listed above for the 12-month policy period beginning April 1, 2021, and authorize the payment of appraisals, additional property premiums, taxes, fees and/or assessments invoiced throughout the policy period for newly acquired, revalued, or other property added to the policy after renewal.

Upon motion of Robert Watkins, seconded by General Diehl, the Board authorized Gallagher to bind the property program listed above for the 12-month policy period beginning April 1, 2021, and authorize the payment of appraisals, additional property premiums, taxes, fees and/or assessments invoiced throughout the policy period for newly acquired, revalued, or other property added to the policy after renewal. No resolution was required.

This concluded New Business and Chairman Harrod proceeded to Staff Reports.

Jef Siddle started his report with the SkyCenter atrium. He reported this will be the last time he will be reporting on this project and he shared some photos.

Mr. Siddle then reported on the 650', 4 lane commercial curb at SkyCenter that could be used as an alternative curb.

Mr. Siddle then reported on the SkyCenter Office building with JE Dunn which is expected to be completed by the end of May. DPR Construction will then start preparing the three floors for the Authority. The contractors will have the work completed by late November or early December with furniture arriving in December. The first move into this facility will take place in late February or early March of next year.

Mr. Siddle reported on the roadway expansion program with Cone & Graham. Final overhead signage needed to be put in which would require one major night closure.

Mr. Siddle spent some time reporting on the progress at the CUPP. The electrical service building is being constructed by Hensel Phelps around the existing Administration building. This will be the corridor for all the piping that connects the new CUPP with the existing infrastructure.

The \$543,786,000 is the budget that was approved by the Board. There are 75% committed costs. There may be an increase in the next month now that the Part 2 Contract has been awarded.

This concluded Staff Reports.

Chairman Harrod then proceeded to the Attorney-Client Closed Session. General Counsel Stephens outlined the procedural rules of the Attorney-Client Closed Session.

Upon motion of Mayor Castor, seconded by Commissioner White, the Board unanimously approved in a roll call vote to enter into an Attorney-Client Closed Session to discuss active litigation.

After the conclusion of the Attorney-Client Closed Session Chairman Harrod reopened the Regular Board Meeting.

Chairman Harrod then called for a motion to proceed as discussed in the Attorney-Client Closed Session.

Upon motion of Mayor Castor, seconded by Commissioner White, the Board unanimously approved to proceed with as discussed in the Attorney-Client Closed Session.

Before adjourning the meeting, Mr. Stephens requested an Attorney-Client Closed Session be held at the April 1, 2021 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

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

Gary W. Harrod, Chairman

Jane Castor, Secretary