

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:01 a.m.
October 3, 2019

A Regular Board Meeting of the Hillsborough County Aviation Authority was convened in the Boardroom, Main Terminal Building, Level 3 at Tampa International Airport, Tampa, Florida, on Thursday, October 3, 2019.

Members present were: Robert I. Watkins, Gary Harrod, General Diehl and Mayor Jane Castor (*arrived at 9:06 a.m.*).

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, John Tiliacos, Al Illustrato, Janet Scherberger, Michael Kamprath, Scott Knight, Ann Davis, Violet Cummins, Teresa Howell, Adam Bouchard, James Tarro, Ed Haines, Laurie Noyes, Marcus Session, Rob Porter, Chief Vazquez, Randy Forister, Paul Ridgeway, Brett Fay, Elita McMillon, Rebecca Waterman, Wanda Dunnigan, Tom Thalheimer, Stephanie Pierce, Mark Brissenden, Danny Glennon, Dan Johnson, Aimee Pidgeon, Jeff Siddle, Laura Tatem, Chris Reyes, James Hanney, Mike Cooper, Briti Verret, Sara Behnke, Nancy Rubin, Jackie Smith, Kelly Figley, Scott Seifer, and EJ Diaz.

Chairman Watkins welcomed everyone to the October 3, 2019 Regular Board Meeting of the Aviation Authority. Chairman Watkins advised the audience that Commissioner Miller will not be in attendance and that Mayor Castor is expected but had not arrived yet.

Everyone stood for the Pledge of Allegiance.

Chairman Watkins called the Regular Board Meeting to Order. He asked anyone who had any propositions before the Board to see Violet Cummins, Board Service Administrator.

Mr. Lopano informed the Board that Item K6, Teamsters Local 79 Labor Contract would be pulled from the Agenda and brought back to the Board at a later date. Also, at the September Board Meeting, General Counsel Stephens advised of the possibility of holding an Attorney-Client Closed Session at this meeting but that there was no need to hold the Attorney-Client Closed Session at this meeting.

Chairman Watkins then called for a motion to approve the Agenda for the meeting.

Upon motion of Gary Harrod, seconded by General Diehl, the Agenda was unanimously approved by all members present.

There were no Public Comments.

Chairman Watkins then asked General Counsel Stephens if there were any abstentions from the September 5, 2019 Board Meeting that needed to be read into the record. General Counsel Stephens stated there were no abstentions from the September 5, 2019 Board Meeting and he did not anticipate any abstentions at this meeting.

Chairman Watkins then called for a motion to approve the Minutes of the Regular Board Meeting of September 5, 2019. Upon motion of Gary Harrod, seconded by General Diehl, the Minutes of the Regular Board Meeting of September 5, 2019 were unanimously approved by all members present.

Chairman Watkins then called upon Mr. Lopano to present his Management Report.

Janet Scherberger began the Management Report with the Performance Assessment Report. Frontier Airlines saw a 58% increase in passengers in August 2019 versus August 2018 which helped drive a 6.4% increase in overall passengers. Spirit Airlines had a 20% increase in passengers for the month of August. Between both carriers they are adding 6 new routes in November.

International passengers saw a 21.7% increase year over year for August. Overall European traffic was up 63.5% year over year in August. Overall operations were flat in August but international operations were up 14%.

Chris Minner and Joe Lopano, along with the Air Service Development team, attended the World Routes Conference in Adelaide, Australia. They met with 17 different airlines and marketing organizations.

In September, the Aviation Authority hosted Airports Council International's Annual Conference. The last time the Aviation Authority hosted this Conference was in 2003. There were approximately 2,500 attendees, which was the highest attendance yet at an Annual Conference. There were more than 70 Authority volunteers who worked this event and dedicated their time.

In social media, the biggest story was the sweepstakes with Delta Airlines promoting service to Amsterdam. The sweepstakes promotion lead to 46,000 website reviews and 19,000 leads received. Followers grew by 13,000 and there were 8,000 sign-ups for the Airport newsletter.

In traditional media, Tampa International was ranked third amongst large hub airports in the JD Power Satisfaction Survey. Also, the Amsterdam story had a reach of 23 million people and received 750,000 impressions.

John Tiliacos was next to report on the Bahamas relief effort from Hurricane Dorian. With the help of Spirit Airlines a donation center was set up at Tampa International. More than 20,000 pounds of relief supplies were collected and flown by Spirit to the Bahamas.

This concluded Mr. Lopano's Management Report.

The Chairman then asked if anyone had any items they would like set aside for further consideration on the Consent Agenda. Hearing none, Chairman Watkins called for a motion to approve the items in the Consent Agenda.

Upon motion of Gary Harrod, seconded by General Diehl, the Consent Agenda was unanimously approved by all members present.

The following items were contained in the Consent Agenda.

CONSENT ITEM G1

Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Southwest Airlines Co., Tampa International Airport, Resolution No. 2019-104.

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 airside buildings. The airlines collectively financed and operated the fuel system. The agreement had a thirty-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 Board directed the Authority to enter into Use and Lease Agreements for Fuel Facilities and Pipeline directly with the airlines for the operation and maintenance of the fuel system for a twenty-year term from October 1, 1999 to September 30, 2019. The Agreements include provisions for the storage, sale and distribution of aviation fuels and facilities for refueling aircraft on the ramps and airplane loading aprons. Airlines that have executed the Agreements include JetBlue, Air Canada, American, British Airways, Continental, Delta, Lufthansa, Northwest, Southwest Airlines Co. (Southwest), Spirit, United, US Airways, Edelweiss, and Lufthansa. The airlines who executed the Agreements are members of the Tampa Fuel Committee.

Under the terms of the Agreements, the airlines currently pay the Authority total annual payments of \$1,935,594.24, payable in monthly installments of \$161,299.52, comprised of the following:

- Annual land rent of \$20,740.20, payable monthly at \$1,728.35;
- Annual base rent for the fuel facilities of \$375,278.88, payable monthly at \$31,273.24;

- Annual rent for the amortized cost of the East Cargo expansion of \$334,776.24, payable monthly at \$27,898.02;
- Annual rent for the amortized cost to expand the fuel line to the FedEx Ramp of \$53,989.32, payable monthly at \$4,499.11;
- Annual rent for the amortized cost to install the secondary containment of the fuel tanks of \$445,400.88, payable monthly at \$37,116.47; and
- Annual rent for the amortized cost to upgrade the fuel facilities of \$777,331.32, payable monthly at \$64,777.61.

This Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline extends the term of the Agreement with Southwest Airlines Co. (Southwest) to September 30, 2024. The Demised Premises under the Agreement will consist of 226,076 square feet underlying the Fuel Storage Facilities, 124,206 square feet of Pipeline Right of Way, the Fuel or Fueling Facilities, and Common Use Roadway.

Under the terms of this Amendment No. 1, Southwest will pay the Authority total annual payments of \$2,179,916.98, payable in monthly installments of \$181,659.75, comprised of the following:

Description of Rent	Annual Payment	Monthly Payment
Demised Premises	\$174,376.40	\$14,531.37
Fuel Storage Facilities Rent	\$394,042.82	\$32,836.90
Expansion of System – East Cargo to Emery	\$334,776.24	\$27,898.02
Expansion of System – East Cargo to Federal Express	\$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
TOTAL	\$2,179,916.98	\$181,659.75

It is expected that all members of the Tampa Fuel Committee will enter into similar Amendments with the Authority in the future. Southwest is the first member of the Tampa Fuel Committee to execute the Amendment.

Management recommended adoption of Resolution No. 2019-104.

Resolution No. 2019-104 approved and authorized execution of Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Southwest Airlines Co.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G2

Amendment No. 2 to Pipeline License Agreement (Jet Fuel Supply Line), Tampa Airport Pipeline Corporation, Tampa International Airport, Resolution No. 2019-103.

On November 4, 2004, the Authority entered into a Pipeline License Agreement (Jet Fuel Supply Line) (Agreement) with Tampa Pipeline Corporation to allow for the construction, operation, maintenance and service of an underground jet fuel pipeline system for airlines that serve Tampa International Airport.

On September 4, 2008, the Authority executed a Consent to Assignment and Assumption Agreement, approving the assignment of the Agreement from Tampa Pipeline Corporation to Tampa Airport Pipeline Corporation (TAPC).

On September 4, 2014, the parties amended the Agreement to extend the term of the Agreement for two additional five-year renewal terms, increase the annual Privilege Fee paid by TAPC under the Agreement, and update the notice address for the parties (Amendment No. 1).

The Agreement currently terminates on October 31, 2019. The current annual privilege fee paid by TAPC under the Agreement is \$17,808.40. TAPC has requested to exercise its renewal option to extend the term of the Agreement to October 31, 2024 and for the Authority to provide an additional five-year renewal option, for a final termination date of October 31, 2029.

This Amendment No. 2 extends the term of the Agreement to October 31, 2024, and provides TAPC one additional five-year renewal option, for a final termination date of October 31, 2029, if the renewal option is requested by TAPC and approved by Authority.

TAPC will pay an annual privilege fee under the Agreement of \$21,919.43. TAPC will receive a credit in the amount of \$1,807.92 per year until 2023, making annual payments due to Authority \$20,111.51. If the renewal option is requested by TAPC and approved by Authority, the privilege fee will be adjusted to the then current fair rental rate as determined by Authority.

Management recommended adoption of Resolution No. 2019-103.

Resolution No. 2019-103 approved and authorized execution of Amendment No. 2 to Pipeline License Agreement (Jet Fuel Supply Line) at Tampa International Airport with Tampa Airport Pipeline Corporation; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G3

Consent to Assignment and Assumption of Lease, BDFS, Inc. and Private Aviation Group Hangar, LLC, Tampa International Airport, Resolution No. 2019-105.

On December 4, 2003, the Board awarded BDFS, Inc. (BDFS) a Land Lease for Development of Non-Commercial Hangar Facility (Lease). The term of the Lease expires May 31, 2024 and has a right of first refusal for a new negotiated lease term. BDFS desires to assign the Lease to Private Aviation Group Hangar, LLC (PAGH), which is solely owned by Ayon Capital, LLC (Ayon). Ayon's companies are focused in healthcare and technology in addition to hedge funds, public equities and real estate. The Lease is transferrable by assignment with the Authority's written consent.

Staff recommended the Board consent to assignment of the Lease from BDFS to PAGH.

Management recommended adoption of Resolution No. 2019-105.

Resolution No. 2019-105 approved and authorized execution of the Consent to Assignment and Assumption of Lease at Tampa International Airport between BDFS, Inc. and Private Aviation Group Hangar, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G4

Ratification of Purchase Order, Repairs to Airside F Admirals Club Curtain Wall, Restocon Corporation, Tampa International Airport.

The Airside F Admirals Club (Club) constructed in 2001 includes a glass curtain wall system on the south side of the Club. Considerable water infiltration occurs during rain events due to deterioration of sealant and gaskets in many locations of the glass curtain wall.

In December 2018, the Authority hired Beck Group to provide a field investigation report with resolution recommendations for the repair work and suggestions of known companies capable to complete the recommended work. The Authority solicited and received quotes for the repair work from three companies recommended by the Beck Group as follows:

Company Name	Quote Amount
Alpha Insulation & Waterproofing, Inc.	\$63,400
Restocon Corporation	\$106,735
Complete Property Services	\$219,775

The Authority worked with Alpha Insulation & Waterproofing, Inc. to resolve issues including, but not limited to, supplier registration, insurance requirements and indemnification language, which prohibited the start of the repair work. Continued delays from Alpha Insulation & Waterproofing, Inc. and lack of commitment to the project resulted in an emergency condition.

It was determined by the Executive Vice President of Facilities that an emergency purchase was needed in order to protect Authority property and address the negative impact to guests using American Airlines premium space. As a result, the Purchase Order to Alpha Insulation & Waterproofing, Inc. was canceled and a Purchase Order to Restocon Corporation was issued for the repair work.

In accordance with Authority Policy P410, an emergency purchase may be made for situations threatening the safety of employees or passengers, the operations of the airport, or loss of airport property.

This item ratifies the previously issued Purchase Order to Restocon Corporation in the amount of \$106,735.00 and allows up to an additional 10% contingency amount of \$10,673.50 in the event unknown repairs beyond the original scope of work are required, for a total not-to-exceed amount of \$117,408.50.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board ratify the previously issued Purchase Order in the amount of \$106,735 to Restocon Corporation; approve and authorize the Chief Executive Officer or designee to approve up to \$10,673.50 in contingency; 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.

CONSENT ITEM G5

Purchase Order(s), Proximity Cards, IRIS LTD., Inc. dba The IRIS Companies, Tampa International Airport.

In accordance with TSA regulations, the Authority has been charged with the responsibility of administering an accountable ID badge system for Tampa International Airport. As such, the Authority intends to purchase approximately 14,000 proximity cards annually. Proximity cards are cards which can be held near an electronic reader to enable the identification of an encoded number to be read.

A low bid solicitation for proximity cards was advertised on June 14, 2019.

On July 8, 2019 bids were publicly opened and read aloud as follows:

Company Name	Estimated Five-Year Bid Amount
IRIS LTD., Inc. dba The IRIS Companies	\$357,000
Access Watch, LLC	\$360,780
Color ID, LLC	\$361,900
BC Group Holding, Inc. dba One Source Industries	\$388,780
A3 Communications	\$392,000

The lowest responsive and responsible bidder is IRIS LTD., Inc. dba The IRIS Companies.

This item authorizes the issuances of purchase orders to IRIS LTD., Inc. dba The IRIS Companies for the purchase of approximately 14,000 proximity cards annually for the period of October 3, 2019 through October 2, 2020 with four, discrete, one-year renewal options at the discretion of the Chief Executive Officer in an estimated total amount of \$357,000, including the renewal options.

There was no W/MBE goal prescribed for this solicitation.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board award and authorize the issuance of purchase orders to IRIS LTD., Inc. dba The IRIS Companies and authorize the Chief Executive Officer or his designee to execute all ancillary documents.

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

There was one item under Policies or Rules for Consideration or Action, the Hillsborough County Aviation Authority FY 2020 – 2022 Disadvantaged Business Enterprise Goal Methodology, Resolution No. 2019-107. Presented by Elita McMillon.

As a recipient of financial assistance from the United States Department of Transportation (USDOT), the Authority is required to set an overall goal for Disadvantaged Business Enterprise (DBE) participation in USDOT assisted contracts every three years. Under 49 CFR Part 26, the overall goal must be prepared using a two-step process that (1) determines the relative availability of DBEs in the relevant market area and (2) adjusts the goal based on past participation and other evidence. Once the adjusted goal is set, the Regulations require analysis of the portion of the goal that will be met by race-neutral measures.

The current overall DBE goal was established by the Board in September 2016 for FY 2017, 2018 and 2019 as 12.3%. This current overall goal is contained in Attachment 1 to the Hillsborough County Aviation Authority DBE Policy and Program.

This proposed overall goal for FY 2020 - 2022 is 14.6%. The proposed overall goal was calculated using the two-step process with regard to DBE subcontracting opportunities for each of the four Authority projects anticipated to receive federal financial assistance in FY 2020 - 2022. Staff estimates that 3.4% of the proposed 14.6% overall goal will be obtained by using race-neutral means of facilitating DBE participation.

The proposed goal methodology has received FAA approval. This item amends Attachment 1 to the Hillsborough County Aviation Authority DBE Policy and Program for Projects Funded by USDOT to establish the Authority's three-year overall DBE goal for FY 2020 - 2022 as 14.6%.

Management recommended adoption of Resolution No. 2019-107.

Upon motion of Gary Harrod, seconded by General Diehl, the Hillsborough County Aviation Authority FY 2020 – 2022 Disadvantaged Business Enterprise Goal Methodology was unanimously approved by all members present; Attachment 1 to the Hillsborough County Aviation Authority Disadvantaged Business Enterprise (DBE) Policy and Program for Projects Funded by United States Department of Transportation was amended; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-107.

Next Chairman Watkins asked General Diehl to present the Audit Committee Report.

General Diehl reported that the Audit Committee met on September 11, 2019 with all members in attendance. An election was held for the Chairman position and General Diehl was elected as Chairman of the Audit Committee. The Audit Committee Meeting Minutes of February 20, 2019 were approved. The Committee heard presentations from the Director of Internal Audit regarding department updates, the status of the State Auditor General audit, the Fiscal Year 2019 audit plan, and recent Florida legislation regarding external auditor selection. Additionally, the Authority's external auditors, RSM US, presented the Fiscal Year 2019 external financial audit plan.

Chairman Watkins also stated that Laura Tatem would be bringing before the Board in November a Policy change that would change the Audit Committee from two members to three members and designate the Audit Committee as the Audit Selection Committee, as mandated by recently enacted State Law.

The Chairman proceeded to Unfinished Business.

The first item in Unfinished Business was the Contract for Design Professional Services, Runway 5-23 & Taxiway E Rehabilitation, HCAA Project No. 6700 20, AVCON, Inc., Tampa Executive Airport, Resolution No. 2019-108, presented by Jeff Siddle.

As part of the Authority's ongoing airfield maintenance initiatives, airfield pavements are rehabilitated on a periodic basis. This Project provides for the design to rehabilitate and reconstruct Runway 5-23 and Taxiway E asphalt pavements at Tampa Executive Airport.

On April 3, 2019, a request for qualifications entitled Runway 5-23 & Taxiway E Rehabilitation at Tampa Executive Airport was issued.

On August 1, 2019, the Board approved negotiations with the number one ranked firm, AVCON, Inc., a State certified MBE.

This Contract for Design Professional Services (Contract) will commence on October 3, 2019 and will remain in effect until one year after final acceptance of the constructed project. This Contract provides for design professional services, including construction administration services, and direct and reimbursable expenses in the not-to-exceed amount of \$1,250,000.

A DBE goal of at least 13% of the dollar amount earned on the Contract was prescribed. The proposed DBE percentage of 26.8% for the amount earned on the design will meet or exceed the DBE goal requirements and will be incorporated into the Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2019-108.

Upon motion of Gary Harrod, seconded by General Diehl, the Contract for Design Professional Services, Runway 5-23 & Taxiway E Rehabilitation, HCAA Project No. 6700 20 at Tampa Executive Airport with AVCON, Inc. was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-108.

The second item under New Business was the Part 2 Design-Build Contract, Airside F Roof Replacement, HCAA Project No. 6545 19, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2019-99, presented by Jeff Siddle.

The purpose of this Project is to replace the original roof, gutters and drainage systems at Airside F. The original Airside F Terminal Building was constructed in 1987. This Project will include complete assessment and analysis of the existing drainage system, structural survey and analysis of the existing building roof, new standing seam metal roof system, new low sloped membrane roofing

system, new gutters, fascia and drain lines, and new or refurbished sloped glazing and curtain wall at jet bridge access corridors.

On April 26, 2018, a request for qualifications entitled Airside F Roof Replacement at Tampa International Airport was issued.

On September 6, 2018, the Board approved negotiations with the number one ranked firm, HCBeck, Ltd. d/b/a The Beck Group.

To date, the Board has approved a Part 1 Design-Build Contract for \$1,873,942 for the design of the Project.

The not-to-exceed amount for this Part 2 Design-Build Contract will be \$14,685,924, bringing the total combined Project Contract amount to date to \$16,559,866.

This Part 2 Design-Build Contract will incorporate a W/MBE participation of at least 14.9% for design and 15% 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. 2019-99.

Upon motion of Gary Harrod, seconded by General Diehl, the Part 2 Design-Build Contract, Airside F Roof Replacement, HCAA Project No. 6545 19 at Tampa International Airport with HCBeck, Ltd. d/b/a The Beck Group was unanimously approved by all 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. 2019-99.

The third item in Unfinished Business was the Part 2 Design-Build Contract, Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit, HCAA Project Nos. 8235 18 & 6535 19, Cone & Graham, Inc., Tampa International Airport, Resolution No. 2019-100, presented by Jeff Siddle.

The 2012 Master Plan Update studied, modeled and identified airport-wide roadway improvements that are recommended for the Authority to keep pace with forecasted growth and maintain an acceptable level-of-service for its roadway network. Some of the proposed improvements are also necessary to facilitate the Main Terminal Curbside Expansion project.

This Program, which is included in Phase 2 of the Master Plan, consists of two Projects: 1) HCAA Project No. 8235 18 for parkway and roadway improvements that include the addition of a 2-lane Economy Parking Road Exit, reconfiguration of the existing exit onto George J. Bean Parkway from the Airport Service Road, widening of the Inbound and Outbound Parkway, and widening and realignment of the George J. Bean Parkway around the Main Terminal area; and 2) HCAA Project No. 6535 19 that includes milling and resurfacing of the George J. Bean Parkway, service roads and roadways entering and exiting the Main Terminal Parking Garages.

On September 6, 2017, a request for qualifications entitled Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit at Tampa International Airport was issued.

On February 1, 2018, the Board approved negotiations with the number one ranked firm, Cone & Graham, Inc.

To date, the Board has approved a Part 1 Design-Build Contract for \$4,725,600 for the design of the Program.

The not-to-exceed amount for this Part 2 Design-Build Contract will be \$38,153,980, bringing the total combined Program Contract amount-to-date to \$42,879,580.

This Part 2 Design-Build Contract will incorporate a W/MBE participation of at least 12.9% for design and 15% 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. 2019-100.

Upon motion of Gary Harrod, seconded by General Diehl, the Part 2 Design-Build Contract, Widen and Rehabilitate the George J. Bean Parkway and New Economy Parking Road Exit, HCAA Project Nos. 8235 18 & 6535 19 at Tampa International Airport with Cone & Graham, Inc. was unanimously approved by all 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. 2019-100.

The Chairman then proceeded to New Business.

The first item in New Business was Purchase Order, Tampa Electric Company (TECO), New Central Utility Plant and Related Work, HCAA Project No. 8205 18, Tampa International Airport, presented by Jeff Siddle.

As part of the New Central Utility Plant (CUP) and Related Work Project, it is necessary to relocate, update and add to the existing Tampa Electric Company (TECO) electrical and street lighting infrastructure.

On June 6, 2019, the Board approved a not-to-exceed amount of \$1,826,606 to TECO for the modification of existing underground infrastructure in and around the site of the proposed CUP and Electrical Service Building (ESB).

This is the second of three TECO packages related to this Project. This package will include the labor and materials for the installation of new electric and communication conduit paths serving the CUP and future ESB, new grounding grid, four automatic switchgears and eight transformers.

The third package will come towards the end of the Project and will be for the demolition of the existing equipment and infrastructure that currently serves the Main Terminal complex.

Authorize issuance of a purchase order to TECO for a total not-to-exceed amount of \$2,385,465.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of the purchase order for a total not-to-exceed amount of \$2,385,465 to Tampa Electric Company, and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

Gary Harrod moved the motion and it was seconded by General Diehl. No resolution was required.

The second item under New Business was the Purchase Order, Oshkosh Global Striker 1,500 Gallon ARFF Vehicle utilizing Sourcewell Contract No. 030619-OKC, HCAA Project No. 6705 20, Oshkosh Airport Products, LLC, Tampa International Airport, presented by Adam Bouchard.

The Authority's Fiscal Year 2020 equipment budget provides for the purchase of an Oshkosh Global Striker 1,500 gallon ARFF vehicle to replace a 2006 primary ARFF response truck, which will move to reserve status.

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.

Authorize the issuance of a purchase order to Oshkosh Airport Products, LLC for the purchase of an Oshkosh Global Striker 1,500 gallon ARFF Vehicle utilizing Sourcewell Contract No. 030619-OKC in the total not to exceed amount of \$995,926.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a purchase order to Oshkosh Airport Products, LLC and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

Gary Harrod moved the motion and it was seconded by General Diehl. No resolution was required.

The third item in New Business was the Master Agreement for Software, Support, and Services, Environmental Systems Research Institute, Inc., Tampa International Airport, Resolution No. 2019-101, presented by Marcus Session.

In October 2015, the Board authorized the purchase of Environmental Systems Research Institute, Inc. (Esri) geographical information system software ArcGIS utilizing GSA Contract No. GS-35F-508H for the term of October 1, 2015 through March 10, 2018 in a total amount not-to-exceed \$300,000. The ArcGIS software allows for easy exchange and sharing of mapping data that is essential for effective local collaboration and is used by the Authority to maintain and share critical FAA and Airport geographic information system data with staff and other stakeholders. The ArcGIS software maps key assets and facilities; manages emergency and scheduled maintenance; and supports FAA inspection requirements. In addition to the software, Esri provides on-going software maintenance, support, and updates.

In May 2018, the Board authorized the issuance of purchase orders to Esri for the purchase of software maintenance and support services utilizing GSA Contract No. GS-35F-253CA for the period of May 3, 2018 through March 18, 2020, with one, five-year renewal option at the discretion for the Chief Executive Officer, in a total not-to-exceed amount of \$600,000.

The Authority wishes to purchase the ArcGIS software through a Government Term Enterprise Agreement (EA). The EA will give the Authority unlimited access to Esri term license software, support, and services. In addition, the Authority wishes to purchase an Enterprise Advantage Program Agreement. This program provides access to a combination of consulting, premium support, and training services.

On July 10, 2019, a Notice of Intent to Sole Source with Esri for the purchase of software, support, and services through EA and Enterprise Advantage Program Agreements was advertised. Esri is the owner, manufacturer, and sole source provider of the ArcGIS software and is the sole provider of all U.S. domestic Government Term Enterprise Agreements. No responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

This item authorizes execution of a Master Agreement for Software, Support and Services with Esri for the purchase of ArcGIS software, support, and services for the period of October 3, 2019 through October 2, 2022, with one, three-year renewal option at the discretion of the Chief Executive Officer, in a total not-to-exceed amount of \$1,600,000, including the renewal option.

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

Management recommended adoption of Resolution No. 2019-101.

Upon motion of Gary Harrod, seconded by General Diehl, the Master Agreement for Software, Support and Services at Tampa International Airport with Environmental Systems Research Institute, Inc. was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-101.

The fourth item in New Business was the Master Contract, Public Safety Software utilizing GSA Contract No. GS-35F-0006U, HCAA Project No. 6565 19, TriTech Software Systems, Tampa International Airport, Resolution No. 2019-96, presented by Chief Charlie Vazquez.

On June 10, 1999, the Board awarded the purchase of a Computer Aided Dispatch System known as Vision Software, including maintenance and support. The Software integrates all Police Department operational functions. In May 2004, Vision Software changed its name to VisionAir, Inc. and was subsequently acquired by TriTech Software Systems. The Board has awarded subsequent agreements for continued on-going maintenance and support services.

The existing system utilized by the Police Department has become obsolete as it does not meet the federal crime reporting requirements and therefore must be replaced to meet the ongoing needs of the Department.

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.

This item authorizes execution of a Master Contract with TriTech Software Systems for the purchase of public safety software, including maintenance, support, and services, utilizing GSA Contract No. GS-35F-0006U, for the period of October 3, 2019 through September 30, 2022, with one, two-year renewal option at the discretion of the Chief Executive Officer, contingent upon approval of

similar renewal option by GSA, for a total not-to-exceed amount of \$1,750,000, including the renewal option.

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

Management recommended adoption of Resolution No. 2019-96.

Upon motion of Gary Harrod, seconded by General Diehl, Master Contract, HCAA Project No. 6565 19 at Tampa International Airport with TriTech Software Systems was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-96.

The fifth item in New Business was the Short Listing of Artists, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, presented by Kelly Figley.

The Public Art Program provides a variety of opportunities for the traveling public to experience and engage in artistic excellence. As part of the Master Plan Phase 2 construction program, nine locations throughout the Airport's facilities were identified to accommodate Public Art. The solicitation process was designed to identify qualified Artists that would be approved to move on to a formal Request for Proposals process.

On June 10, 2019, a Call for Artists was issued for Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal. Seven hundred thirty four (734) Artist applications were received.

Between July 22 and July 29, 2019, the Technical Evaluation Committee, which consisted of four members of the Public Art Committee, conducted a review of all Artist applications in response to the Call for Artists and developed a recommended short list of five qualified Artists for each of the nine locations.

On August 15, 2019, the Technical Evaluation Committee presented its short list recommendations to the Public Art Committee. After thorough review and discussion of the recommendations, the Public Art Committee finalized the recommended short list of qualified Artists, and assigned three Primary Artists and two Alternate Artists to each location.

The Public Art Committee recommends to the Board the following short list of qualified Artists to be invited to participate in the Request for Proposals process and recommends awarding each Primary Artist per location a \$3,000 stipend to develop and present a proposal for a concept and design to the Public Art Committee. The Public Art Committee will evaluate the proposals and identify one Primary Artist for each of the nine locations which will be recommended to the Board for final approval and contract award. The Public Art Committee also recommends the selection of two

Alternate Artists for each of the nine locations that may be invited to respond to the Request for Proposals should a Primary Artist elect not to participate.

Location: Main Terminal Transfer 1 Helix

Primary	Lonneke Gordijn (Studio Drift)
Primary	Alyson Shotz
Primary	Pae White
Alternate 1	Aaron Stephan
Alternate 2	Marc Fornes

Location: Main Terminal Transfer 2 Central Area

Primary	Andy Cao
Primary	Matthew Mazzotta
Primary	Andrew Zolty (Breakfast)
Alternate 1	Robert Lazzarini
Alternate 2	E.V. Day

Location: Main Terminal Transfer 3 Airside D Entry Zone

Primary	Alice Aycock
Primary	Claudia Comte
Primary	George Rhoads
Alternate 1	Edgar Sanchez Cumbas
Alternate 2	Clyde Butcher

Location: Blue Side Curbside Expansion 1 Northwest Wall

Primary	Jason Middlebrook
Primary	Bosco Sodi
Primary	Alison Elizabeth Taylor
Alternate 1	Petra Bachmaier (Luftwerk)
Alternate 2	Francine Tint

Location: Blue Side Curbside Expansion 2 Northeast Wall

Primary	Dixie Friend-Gay
Primary	Catherine Wagner
Primary	William Wegman
Alternate 1	Jake Fernandez
Alternate 2	Anastasia Samoylova

Location: Red Side Curbside Expansion 1 East Wall

Primary	Refik Anadol
Primary	Jason Bruges
Primary	Stepan Ryabchenko
Alternate 1	Adam Frank
Alternate 2	Tofer Chin

Location: Red Side Curbside Expansion 2 West Wall

Primary	Diana Al-Hadid
Primary	Val Britton
Primary	Janaina Tschape
Alternate 1	Monika Bravo
Alternate 2	Eli Sudbrack

Location: SkyCenter 1 Atrium Central

Primary	Jenn Figg
Primary	Inigo Manglano-Ovalle
Primary	Soo Sunny Park
Alternate 1	Buster Simpson
Alternate 2	Dagoberto Rodriguez

Location: SkyCenter 2 Fourth & Third Floor

Primary	Miguel Arzabe
Primary	Jason Hackenwerth
Primary	Kirk Ke Wang
Alternate 1	Alexandre Arrechea
Alternate 2	Mansoureh Feizi

No specific expectancy for W/MBE participation was established.

The stipend is included in the FY2020 O&M Budget.

The Chief Executive Officer recommended approval of the short listed Artists as listed.

Gary Harrod moved the motion and it was seconded by General Diehl. No resolution was required.

The sixth item in New Business, Teamsters Local 79 Labor Contract, Tampa International Airport, Resolution No. 2019-109 was removed from the Agenda at the start of the Board Meeting.

The seventh item in New Business was the Reimbursement Resolution, Tampa International Airport, Resolution No. 2019-106, presented by Damian Brooke.

As part of the annual operating and capital budgeting process, sources of funding are identified and estimated for capital projects. These sources include may include Passenger Facility Charges (PFCs), Federal AIP program grants, Florida Department of Transportation grants, Customer Facility Charges or Authority funds. The balance of funding will consist of general airport revenue bonds, PFC backed bonds, advances under the revolving credit agreement or other types of short-term financing (Bonds).

Treasury Regulation Section 1.150-2 allows the Authority to pay costs of upcoming capital program projects before the Bonds are issued and to then reimburse those expenditures from the Bond proceeds after the Bonds are issued and those proceeds are received.

That Treasury regulation, however, requires the Aviation Authority to express its intent to make such a reimbursement from the Bond proceeds by adopting a resolution to that effect.

Management seeks approval of a new reimbursement resolution which will allow the Authority to pay costs related to the projects listed below and to reimburse itself from Bond proceeds.

- Airside F Remain Overnight Parking
- Arrival and Departure Drives Ceiling Replacement
- Airport Security System Replacement
- Air Cargo Expansion
- North Remain Overnight Parking
- Airside A, C & F Restroom Renovations & Expansion
- Monorail Decommissioning & Moving Walkway Installation

Design efforts are beginning for these projects and the Authority expects to incur additional expenditures prior to pricing and selling airport revenue or PFC backed bonds, making advances on the revolving credit agreement or issuing other debt during 2020. Therefore, a reimbursement resolution must be initiated to provide the necessary mechanism to reimburse expenditures made prior to the receipt of Bond proceeds.

The reimbursement resolution provides a description of the capital projects, an effective date of the resolution and establishes the maximum principal amount of debt expected to be issued to finance the cost of the projects prior to the issuance of revenue or PFC backed bonds at \$420,000,000. Approval of this resolution does not represent approval by the Board to issue debt. That approval will be requested during the process of the debt issuance.

Management recommended the adoption of Resolution No. 2019-106.

Upon motion of Gary Harrod, seconded by General Diehl, the Hillsborough County Aviation Authority's intention, for purposes of compliance with Treasury Regulation Section 1.150-2, to reimburse expenditures which may be made with respect to the acquisition, development, construction, and equipping of certain airport improvements including the Airside F Remaining Overnight Parking project, Arrival and Departure Drives Ceiling Replacement project, Airport Security System Replacement project, Air Cargo Expansion project, North Remaining Overnight Parking project, Airside A, C & F Restroom Renovations & Expansion project, Monorail Decommissioning & Moving Walkway Installation project and the Authority Offices Fit-out project was unanimously approved by all members present, and an effective date was provided by adoption of Resolution No. 2019-106.

This item concluded New Business and Chairman Watkins proceeded to Staff Reports.

Al Illustrato gave a brief Master Plan Phase 2 update.

Mr. Illustrato reported that removal of the debris from the Red Side Garage demolition is about 20% completed. A December timeframe is anticipated for the work to be completed. There is continued site preparation at SkyCenter. Crossfield Taxiway A has GLF Construction Corporation continuing bridge foundation, storm water infrastructure and embankment placement work being done.

Hensel Phelps is continuing the Blue Side demolition and utility relocation. There is also continued Central Utility Plant (CUP) site development and utility relocation.

The budget remains the same at \$207 million in committed cost and approximately \$59 million costs to date.

This concluded Mr. Illustrato's report.

Mr. Stephens requested an Attorney-Client Closed Session be held at the November 2019 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

Before adjourning the meeting, Gary Harrod asked for clarification on a recent newspaper article regarding property tax on land leases.

Michael Stephens explained that there is a current issue with the Value Adjustment Board as well as the Property Appraiser's office with respect to leases that have previously been exempt leases for Airport tenants. There have been previous statutory determinations made in the Florida legislature with respect to those leases being qualified at a tax-exempt status. Scott Knight pointed out that the taxes under the leases are ultimately the leaseholders or tenants responsibility but the Authority would support these tenants to make sure they are not getting wrongfully taxed.

Mayor Castor also thanked everyone for their efforts in bringing the ACI Conference to Tampa.

With no further business to be brought before the Board, the Regular Board meeting adjourned at 9:51 a.m.

_____, Chairman

_____, Secretary