



AVIATION AUTHORITY REGULAR BOARD MEETING

ELECTRONIC MEETING

The public can listen and view the meeting live in the following way: Go to Tampa International Airport website (www.tampaairport.com) and click on meeting link in box at top of main page

**Thursday, August 6, 2020
9:00 A.M.**

AGENDA

Provisions have been made for any member of the public desiring to participate to have access to the meeting. The public may access the meeting to participate, including offering public comments, as set forth above. Anyone who wishes to be heard during the meeting will be able to do so by emailing the Board Services Administrator at publiccomments@tampaairport.com. Public comments must be received no later than 8:00 a.m. on Thursday, August 6, 2020. Individuals providing public comment will be required to provide their name, firm name and phone number in the body of the email. Additionally, if an individual has been designated to speak on behalf of a group of 2 or more individuals, the body of the email should include the name, firm name and phone number of all individuals designating the individual to speak on their behalf. Public comments will be read by the General Counsel or designee during the Public Comments portion of the meeting. Individuals are allowed up to three (3) minutes to comment on propositions before the Board. Individuals designated to speak on behalf of a group of 2 or more individuals are allowed up to five (5) minutes to comment on propositions before the Board. Emailed public comments will be afforded equal consideration as if the public comments were offered in person.

Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act, persons needing special accommodations to participate in the meeting must submit a written request to Joseph W. Lopano, Chief Executive Officer, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or by email at boardservicesadministrator@tampaairport.com. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-8701.



**Thursday, August 6, 2020
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Boardroom
Level 3 at Tampa International Airport**

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Amendment No. 2 to Space Rental Agreement, Alaska Airlines, Inc., Tampa International Airport, Resolution No. 2020-165; Amendment No. 1 to Space Rental Agreement, Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-166
2. Amendment No. 1 to Space Rental Agreement (Radio Base Station), Aircraft Service International, Inc. d/b/a Menzies Aviation, Tampa International Airport, Resolution No. 2020-171; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Alaska Airlines, Inc., Tampa International Airport, Resolution No. 2020-172
3. Amendment No. 5 to Operating Agreement for Ground Handlers (Full Service), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-174
4. Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement (Ramp Maintenance), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-176; Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-177
5. Amendment No. 1 to Aviation Support Ground Lease, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-183

6. North Cargo Building Space Rental Agreement, Cargo Force, Inc., Tampa International Airport, Resolution No. 2020-211

7. Operating Agreement for Ground Handlers, Cargo Force, Inc., Tampa International Airport, Resolution No. 2020-212

8. Use and Permit Agreement for Off-Airport Rental Car Concession, CJB Enterprises, Inc. DBA Carl's Van Rentals, Tampa International Airport, Resolution No. 2020-184; Use and Permit Agreement for Off-Airport Rental Car Concession, Silvercar, Inc., Tampa International Airport, Resolution No. 2020-185; Use and Permit Agreement for Off-Airport Rental Car Concession, Florida Van Rentals, Inc., Tampa International Airport, Resolution No. 2020-186

9. Authorization to Dispose of Surplus Property, Tampa International Airport

10. Contract for Special Legal Services, Kaplan, Kirsch & Rockwell LLP, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-155

11. Purchase Order, Runway 5-23 & Connector Taxiways Rehabilitation – State Only Freshwater Forested Wetland Credits Purchase Agreement, HCAA Project No. 6700 20, Bullfrog Creek Mitigation Bank, LLC, Tampa Executive Airport

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Executive Car Rental, Inc., Tampa International Airport, Resolution No. 2020-204; Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Fox Rent A Car, Inc., Tampa International Airport, Resolution No. 2020-205; Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Sixt Rent A Car, LLC, Tampa International Airport, Resolution No. 2020-206; Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental, Avis Budget Car Rental, LLC, Tampa International Airport, Resolution No. 2020-207; Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental, Ciscon, LLC d/b/a Ace Rent A Car of Tampa, Tampa International Airport, Resolution No. 2020-208; Amendment No. 5 to Lease and Concessions Contract for On-Airport Vehicle Rental, Enterprise Leasing Company of Florida, LLC, Tampa International Airport, Resolution No. 2020-210

2. Amendment No. 2 to Lease and Concessions Contract, Host International, Inc., Package 1, Tampa International Airport, Resolution No. 2020-190; Amendment No. 1 to Lease and Concessions Contract, Host International, Inc., Package 6, Tampa International Airport, Resolution No. 2020-191; Amendment No. 1 to Lease and Concessions Contract, HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2020-192; Amendment No. 1 to Lease and Concessions Contract, HG Tampa JV, Tampa International Airport, Resolution No. 2020-193; Amendment No. 1 to Lease and Concessions Contract, NewsLink of Tampa, LLC, Tampa International Airport, Resolution No. 2020-194; Amendment No. 1 to Lease and Concessions Contract, Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2020-195; Amendment No. 2 to Lease and Concessions Contract, Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2020-196; Amendment No. 2 to Lease and Concessions Contract, SSP America, Inc., Tampa International Airport, Resolution No. 2020-197; Amendment No. 1 to Lease and Concessions Contract, Terminal Getaway Spa Tampa, LLC, Tampa International Airport, Resolution No. 2020-198; Amendment No. 1 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 3, Tampa International Airport, Resolution No. 2020-200; Amendment No. 1 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 5, Tampa International Airport, Resolution No. 2020-201; Amendment No. 1 to Lease and Concessions Contract, WDFG North America, LLC, Tampa International Airport, Resolution No. 2020-202

3. Amendment No. 10 to Lease Agreement for Hotel-Office Complex, Host of Boston Ltd., Tampa International Airport, Resolution No. 2020-163

4. Contract for Continuing Structural Consulting Services, Walker Parking Consultants/Engineers, Inc. d/b/a Walker Consultants, Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports, Resolution No. 2020-158

5. Part 2 Supplemental Contract C for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8310 19, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2020-159

6. Part 1 Contract for Design-Build Services, Airside A Boarding Bridges, PCA AHU, and GPU Replacements, HCAA Project No. 8405 20, Manhattan Construction Company, Tampa International Airport, Resolution No. 2020-160

K. NEW BUSINESS

1. Construction Contract, Runway 5-23 & Connector Taxiways Rehabilitation, HCAA Project No. 6700 20, C.W. Roberts Contracting, Inc., Tampa Executive Airport, Resolution No. 2020-161

2. Proposed Capital and Operating Budget for Fiscal Year 2021

3. Authorization for Voluntary Separation Incentive Program and Approval of Voluntary Separation Incentive Program Agreement and General Release, Tampa International Airport, Resolution No. 2020-188

4. CEO Annual Review and Contract Update

L. STAFF REPORTS

1. Staff Reports

M. ATTORNEY-CLIENT CLOSED SESSION

1. Attorney-Client Closed Session

N. ADJOURNMENT

1. Adjournment



**Thursday, August 6, 2020
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Boardroom
Level 3 at Tampa International Airport**

A. PLEDGE OF ALLEGIANCE

| | |
|----------------|--|
| Subject | 1. Pledge of Allegiance |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Procedural |

B. CALL TO ORDER

| | |
|----------------|--|
| Subject | 1. Call to Order |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Procedural |

C. APPROVAL OF THE AGENDA

| | |
|----------------|--|
| Subject | 1. Approval of the Agenda |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

D. PUBLIC COMMENTS

| | |
|----------------|--|
| Subject | 1. Public Comments |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Information |

Speakers are allowed 3 minutes total to comment on propositions before the Board. Speakers designated to speak on behalf of a group of 2 or more individuals are allowed 5 minutes total to comment on propositions before the Board.

E. APPROVAL OF THE MINUTES

| | |
|----------------|--|
| Subject | 1. Approval of the Minutes |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

F. MANAGEMENT REPORT

| | |
|----------------|--|
| Subject | 1. Management Report |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Information, Reports |

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|---|
| Subject | 1. Amendment No. 2 to Space Rental Agreement, Alaska Airlines, Inc., Tampa International Airport, Resolution No. 2020-165; Amendment No. 1 to Space Rental Agreement, Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-166 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Alaska Airlines, Inc. (Alaska Airlines) leases office space from the Authority through a Space Rental Agreement (SRA) in support of its operations at Tampa International Airport. Alaska Airlines entered into its current SRA with the Authority on June 5, 2014 and the term expires September 30, 2020.

Global Aviation Services USA, Inc. (Global USA) leases office space from the Authority through a SRA in support of its ground handling operations at Tampa International Airport. Global USA entered into its current SRA with the Authority on December 6, 2018 and the term expires September 30, 2020.

Utilizing Fiscal Year 2020 rates, the SRAs lease baggage claim, services, and office space at \$216.07 per square foot; ticket counter and ticket counter office space at \$254.20 per square foot; and airside building (ramp operations) space at \$108.94 per square foot. The SRAs provide for an annual rental rate adjustment.

| Facilities | Bag Claim, Bag Service, Offices | Ticket Counter, Offices, Other | Ramp Operations & Offices | Total Annual | Total Monthly |
|-------------------|--|---------------------------------------|--------------------------------------|---------------------|----------------------|
| Alaska Airlines | 146 SF | 469 SF | 449 SF | \$199,680.04 | \$16,640.00 |
| Global USA | | | 109 SF | \$11,874.48 | \$989.54 |

Proposal:

These Amendments extend the term of the SRAs for one year, for a final termination date of September 30, 2021, and update certain administrative provisions. All other provisions terms and conditions of the SRAs remain the same.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-165 and 2020-166.

Resolutions:

Resolution No. 2020-165 approves and authorizes execution of Amendment No. 2 to Space Rental Agreement at Tampa International Airport with Alaska Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-166 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Global Aviation Services USA, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|--|
| Subject | 2. Amendment No. 1 to Space Rental Agreement (Radio Base Station), Aircraft Service International, Inc. d/b/a Menzies Aviation, Tampa International Airport, Resolution No. 2020-171; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Alaska Airlines, Inc., Tampa International Airport, Resolution No. 2020-172 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Aircraft Service International, Inc. d/b/a Menzies Aviation (Menzies) leases space from the Authority for its radio base station through a Space Rental Agreement (Radio Base Station) (Agreement). Menzies entered into its current Agreement with the Authority on March 1, 2018 and the term expires September 30, 2020.

Alaska Airlines, Inc. leases space from the Authority for its radio base station through an Agreement. Alaska Airlines, Inc. entered into its current Agreement with the Authority on June 4, 2014 and the term expires September 30, 2020.

Proposal:

These Amendments amend certain administrative provisions and extend all Agreement terms by one year, for a final termination date of September 30, 2021. All other terms and conditions of the Agreements remain the same.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-171 and 2020-172.

Resolutions:

Resolution No. 2020-171 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) at Tampa International Airport with Aircraft Service International, Inc. d/b/a Menzies Aviation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-172 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) at Tampa International Airport with Alaska Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|---|
| Subject | 3. Amendment No. 5 to Operating Agreement for Ground Handlers (Full Service), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-174 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Ground handling operators providing service at Tampa International Airport must have, at a minimum, a ground handling operating agreement prior to commencing operations.

Aircraft Service International, Inc. (Menzies) entered into its current Operating Agreement for Ground Handlers (Full Service) (Agreement) with the Authority on October 1, 2010 and the term expires September 30, 2020.

Proposal:

This Amendment extends the term of this Agreement one year for a final termination date of September 30, 2021, and updates certain administrative provisions. All other terms and conditions of this Agreement remain the same.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-174.

Resolution:

Resolution No. 2020-174 approves and authorizes execution of Amendment No. 5 to Operating Agreement for Ground Handlers (Full Service) at Tampa International Airport with Aircraft Service International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

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|----------------|---|
| Subject | 4. Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement (Ramp Maintenance), Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-176; Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-177 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

On March 4, 2010, the Authority and Aircraft Service International, Inc. (Menzies) entered into a Ground Service Equipment Facilities (GSE) Space Rental Agreement (Ramp Maintenance) (SRA) for Suite 2500 of the GSE building. Menzies has an Operating Agreement for Ground Handlers (Full Service) at Tampa International Airport. The SRA supports Menzies' business operations of ground handling.

On March 4, 2010, the Authority and Aircraft Service International, Inc. (Menzies) entered into a SRA for Suite 2700 of the GSE building. Menzies has an Operating Agreement for Ground Handlers at Tampa International Airport. The SRA supports Menzies' business operations of ground handling.

All of the SRAs terminate on September 30, 2020.

Proposal:

These Amendments extend the term of the SRAs for a period of one year to September 30, 2021, increase the O&M Rent, and update certain administration provisions. All other terms and conditions of the SRAs remain unchanged.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-176 and 2020-177.

Resolutions:

Resolution No. 2020-176 approves and authorizes execution of Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement (Ramp Maintenance) at Tampa International Airport with Aircraft Service International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-177 approves and authorizes execution of Amendment No. 3 to Ground Service Equipment Facilities Space Rental Agreement at Tampa International Airport with Aircraft Service International, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

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|----------------|--|
| Subject | 5. Amendment No. 1 to Aviation Support Ground Lease, Aircraft Service International, Inc., Tampa International Airport, Resolution No. 2020-183 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

On October 1, 2010, the Authority and Aircraft Service International, Inc. (Menzie's) entered into an Aviation Support Ground Lease (Agreement) for three (3) parcels of land, each having a 10,000 gallon fuel tank (two above-ground owned by Menzie's and one below-ground owned by Authority) in order to dispense fuel for GSE. The Agreement is contingent upon Menzie's' Operating Agreement for Ground Handlers (Full Service) and supports Menzie's' business operations of ground handling.

The Agreement terminates September 30, 2020.

Proposal:

This Amendment extends the term of the Agreement for a period of one year to September 30, 2021, increases rent, updates certain administration provisions, and recognizes the fictitious name of Menzie's Aviation (USA) Inc. All other terms and conditions of the Agreement remain unchanged.

Rent under the Agreement will be as follows:

| | Unit | Unit Price | Annual | Monthly | |
|----------|------|------------|-------------------|-----------------|--------------------------|
| Parcel 1 | 1000 | \$0.72 | \$720.00 | \$60.00 | Land |
| | 1000 | \$0.16 | \$160.00 | \$13.33 | Surface Improvement |
| | | | \$880.00 | \$73.33 | Total Parcel 1 |
| Parcel 2 | 646 | \$0.72 | \$465.12 | \$38.76 | Land |
| | 646 | \$0.16 | \$103.36 | \$8.61 | Surface Improvement |
| | | | \$568.48 | \$47.37 | Total Parcel 2 |
| Parcel 3 | 1000 | \$0.72 | \$720.00 | \$60.00 | Land |
| | 1 | \$5,503.13 | \$5,503.13 | \$458.59 | Tank |
| | | | \$6,223.13 | \$518.59 | Total Parcel 3 |
| | | | \$7,671.61 | \$639.29 | Total all Parcels |

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-183.

Resolution:

Resolution No. 2020-183 approves and authorizes execution of Amendment No. 1 to Aviation Support Ground Lease at Tampa International Airport with Aircraft Service International, Inc.;

and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

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|----------------|--|
| Subject | 6. North Cargo Building Space Rental Agreement, Cargo Force, Inc., Tampa International Airport, Resolution No. 2020-211 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Cargo Force, Inc. (Cargo Force) has been awarded a contract from the United States Postal Service (USPS) to receive mail from USPS and consolidate mail at the North Cargo Building, and transfer the containerized mail to the FedEx Air Cargo Building. Cargo Force wishes to lease Suites A, B, C, and D of the North Cargo Building to support its cargo and mail activities under its Operating Agreement for Ground Handlers.

Proposal:

This North Cargo Building Space Rental Agreement leases Suites A, B, C, and D of the Authority's North Cargo Building at Tampa International Airport for the term of August 1, 2020 through September 30, 2022. Either party may terminate the North Cargo Building Space Rental Agreement upon 60 days' written notice. The following rents commence August 1, 2020 for the use of these facilities:

| Description | Sq. Ft. | Rate | Annual Rent | Monthly Rent |
|---------------------------|----------------|-------------|--------------------|---------------------|
| Suite A Warehouse Rent | 3,034 | \$6.83 | \$20,722.22 | \$1,726.85 |
| Suite A O&M Cost Recovery | 3,034 | \$0.27* | \$819.18 | \$68.27 |
| Suite B Warehouse Rent | 2,006 | \$6.83 | \$13,700.98 | \$1,141.75 |
| Suite B O&M Cost Recovery | 2,006 | \$0.27* | \$541.62 | \$45.14 |
| Suite C Warehouse Rent | 7,560 | \$6.83 | \$51,634.80 | \$4,302.90 |
| Suite C O&M Cost Recovery | 7,560 | \$0.27* | \$2,041.20 | \$170.10 |
| Suite D Warehouse Rent | 10,080 | \$6.83 | \$68,846.40 | \$5,737.20 |
| Suite D O&M Cost Recovery | 10,080 | \$0.27* | \$2,721.60 | \$226.80 |
| Total (Plus Tax) | 22,680 | | \$161,028.00 | \$13,419.00 |

*Effective October 1, 2020, the rental rate for O & M Cost Recovery increases by five percent.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-211.

Resolution:

Resolution No. 2020-211 approves and authorizes execution of North Cargo Building Space Rental Agreement at Tampa International Airport with Cargo Force, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|--|
| Subject | 7. Operating Agreement for Ground Handlers, Cargo Force, Inc., Tampa International Airport, Resolution No. 2020-212 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Ground handling operators providing service at Tampa International Airport (Airport) must have, at a minimum, a ground handling operating agreement prior to commencing operations. Cargo Force, Inc. (Cargo Force) has requested to provide ground handling services to include cargo, ramp service, equipment rental and maintenance for Cargo Force's customers.

Proposal:

This item grants to Cargo Force the non-exclusive right to provide ground handling services at the Airport for the term of August 1, 2020 through September 30, 2021.

For the privilege of providing services at the Airport, Cargo Force will pay Authority the greater of a minimum annual privilege fee of \$12,000 or a percentage privilege fee (PPF) of five percent (5%) of gross receipts, payable in equal monthly installments. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to Cargo Force's ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that Cargo Force receives for all services provided to signatory air carriers, certain catering sales, and ferrying and diverted landings. Either party may terminate the Agreement upon 30 days' written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-212.

Resolution:

Resolution No. 2020-212 approves and authorizes execution of Operating Agreement for Ground Handlers at Tampa International Airport with Cargo Force, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|--|
| Subject | 8. Use and Permit Agreement for Off-Airport Rental Car Concession, CJB Enterprises, Inc. DBA Carl's Van Rentals, Tampa International Airport, Resolution No. 2020-184; Use and Permit Agreement for Off-Airport Rental Car Concession, Silvercar, Inc., Tampa International Airport, Resolution No. 2020-185; Use and Permit Agreement for Off-Airport Rental Car Concession, Florida Van Rentals, Inc., Tampa International Airport, Resolution No. 2020-186 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

CJB Enterprises, Inc. DBA Carl's Van Rentals, Silvercar, Inc., and Florida Van Rentals, Inc. (collectively OFFRACs) currently have Use and Permit Agreements for Off-Airport Rental Car Concession (Agreements) at Tampa International Airport (Airport) which expire on September 30, 2020. The OFFRACs do not occupy space in the Rental Car Center and operate their off-airport rental car business from locations near Tampa International Airport.

Proposal:

This item provides for new Agreements with the OFFRACs to continue operating an off-airport car rental business and provide transportation for Airport customers to their off-airport locations by courtesy vehicle.

The Agreements commence on October 1, 2020 and expire on September 30, 2023. The Authority may terminate the Agreements upon 30 days written notice. In accordance with Authority Policy P822, the OFFRACs will pay a fee of nine percent (9%) of Gross Receipts. Additionally, the OFFRACs will pay a vehicle per-trip fee of \$4.50 through the Authority's Automated Vehicle Identification system. Lastly, the OFFRACs will pay the Authority a Transportation Facility Charge (TFC) of \$2.00 per rental transaction day.

The Agreements provide for the OFFRACs to account for reporting non-airport business which is exempt from inclusion in Gross Receipts.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-184, 2020-185, and 2020-186.

Resolutions:

Resolution No. 2020-184 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with CJB Enterprises, Inc. DBA Carl's Van Rentals; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-185 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with Silvercar, Inc.; and

authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-186 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with Florida Van Rentals, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject **9. Authorization to Dispose of Surplus Property, Tampa International Airport**

Meeting Aug 6, 2020 - Aviation Authority Regular Board Meeting

Access Public

Type Action (Consent)

Background:

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

| Description | QTY | Year Purchased | Asset Tag |
|---|------------|-----------------------|--|
| Chevy Trailblazer | 1 | 2008 | 110000 |
| Dodge Dakota | 1 | 2004 | 105822 |
| Ford Crown Victoria | 2 | 2003/2005 | 102081/107755 |
| Ford F-250/F-250XL | 2 | 2010/2009 | 122341/120170 |
| Ford Interceptor SUV | 1 | 2013 | 126483 |
| Ford Ranger/Ranger XLT | 2 | 2009 | 122228/122227 |
| GMC Sierra | 1 | 2002 | 108668 |
| Toyota Camry Hybrid | 1 | 2011 | 123892 |
| Bush Hog | 1 | 2012 | 126713 |
| Commander Sizzor Lift | 1 | 2004 | 102893 |
| Grandall Excavator | 1 | 2011 | 102358 |
| GEM eL Electric Cart | 1 | 2011 | 123317 |
| John Deere Gator 2 & 4 Passenger | 2 | 2014 | 128870/127404 |
| John Deere Tractor | 1 | 1996 | 124175 |
| John Deere Mower | 1 | 2009 | 106240 |
| Cannondale Bicycle | 6 | 2004 | 103469/103470/103471 103472/103473/103476 |
| Various Computer, Monitor, Printer, Scanner, and Server Equipment | 219 | - | - |

Proposal:

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes. The computer equipment will be donated to the School District of Hillsborough County or otherwise properly disposed of. The remaining surplus property will be publicly advertised and auctioned

at Tampa Machinery Auction, Inc., Bay Area Auction Services, or on GovDeals.com, an internet based auction system.

Funding:

N/A

Recommendation:

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

The Board may act on this by motion; no resolution is required.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|---|
| Subject | 10. Contract for Special Legal Services, Kaplan, Kirsch & Rockwell LLP, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-155 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

Kaplan, Kirsch & Rockwell, LLP has previously provided advice and counsel in the areas of airport law and other airport matters for Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

Proposal:

Authorize execution of a Contract for Special Legal Services with regards to Airport Law, Bankruptcy Law, Civil Rights and related airport legal matters with Kaplan, Kirsch & Rockwell, LLP for a three-year period beginning August 6, 2020 and continuing through August 5, 2023, with two, one-year renewal options at the discretion of Authority Chief Executive Officer. The total maximum purchase authorization amount for the term of the Contract, including the renewal options, is \$300,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-155.

Resolution:

Resolution No. 2020-155 approves and authorizes execution of Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Kaplan, Kirsch & Rockwell, LLP; and authorizes the General Counsel or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

| | |
|----------------|--|
| Subject | 11. Purchase Order, Runway 5-23 & Connector Taxiways Rehabilitation – State Only Freshwater Forested Wetland Credits Purchase Agreement, HCAA Project No. 6700 20, Bullfrog Creek Mitigation Bank, LLC, Tampa Executive Airport |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action (Consent) |

Background:

As part of the Runway 5-23 & Connector Taxiways Rehabilitation Project, it is necessary to purchase forested freshwater credits (Credits) from Bullfrog Creek Mitigation Bank, LLC (Bullfrog) due to the Project's impact to forested freshwater wetlands located within the Tampa Bay Drainage Basin. In order to satisfy Southwest Florida Water Management District (SWFWMD) mitigation requirements for these impacts, compensatory mitigation must be provided by the purchase of Credits within the same drainage basin as the Project impacts.

At this time, Bullfrog is the only bank that has Credits located in the Tampa Bay Drainage Basin available for purchase.

Proposal:

Authorize a purchase order to Bullfrog with a maximum purchase authorization amount of \$357,500.

Funding:

This item is included in the Capital Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of the purchase order to Bullfrog Creek Mitigation Bank, LLC with a maximum purchase authorization amount of \$357,500, and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

| | |
|----------------|---|
| Subject | 1. Policies or Rules for Consideration or Action |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

I. COMMITTEE REPORTS

| | |
|----------------|--|
| Subject | 1. Committee Reports |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Reports |

J. UNFINISHED BUSINESS

| | |
|----------------|--|
| Subject | 1. Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Executive Car Rental, Inc., Tampa International Airport, Resolution No. 2020-204; Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Fox Rent A Car, Inc., Tampa International Airport, Resolution No. 2020-205; Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental, Sixt Rent A Car, LLC, Tampa International Airport, Resolution No. 2020-206; Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental, Avis Budget Car Rental, LLC, Tampa International Airport, Resolution No. 2020-207; Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental, Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Tampa International Airport, Resolution No. 2020-208; Amendment No. 5 to Lease and Concessions Contract for On-Airport Vehicle Rental, Enterprise Leasing Company of Florida, LLC, Tampa International Airport, Resolution No. 2020-210 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

Executive Car Rental, Inc., Fox Rent A Car, Inc., Sixt Rent A Car, LLC, Avis Budget Car Rental, LLC, Ciskon, LLC d/b/a Ace Rent A Car of Tampa, and Enterprise Leasing Company of Florida, LLC (collectively, Rental Car Concessionaires) currently operate at Tampa International Airport (Airport) pursuant to separate Lease and Concessions Contracts for On-Airport Vehicle Rental (Lease). Under their respective Leases, Rental Car Concessionaires owe certain fixed and variable fees to Authority each month.

Rental Car Concessionaires have experienced a prolonged disruption to business that continues due to the worldwide COVID-19 pandemic and have requested the Authority provide relief from the monthly fixed fees due to Authority under the Leases.

After extensive analysis and careful consideration, the Authority determined that an Amendment to the existing Leases is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and viability of Rental Car Concessionaires in maintaining passenger service at the Airport.

Proposal:

These Amendments are offered to all Rental Car Concessionaires that have a current Lease and that are current on their payments through March 2020. In order to be eligible, each Rental Car Concessionaire must continue to operate at the Airport.

Under the Amendments, the Authority agrees that it will not exercise its rights under the Lease to bill for either Ground Rent or Minimum Annual Privilege Fees (MAPF) incurred by the Rental Car Concessionaires for the months of April through September 2020. In addition, in Fiscal Year 2021, the Rental Car Concessionaires will be responsible for the payment of the greater of the percentage of gross receipts or fifty percent of MAPF plus fifty percent of Ground Rent. The reconciliation of this calculation will happen no later than September 2021. All other terms and conditions of the Leases remain the same.

Funding:

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020 and Fiscal Year 2021.

Recommendation:

Management recommends adoption of Resolution Nos. 2020-204, 2020-205, 2020-206, 2020-207, 2020-208 and 2020-210.

Resolutions:

Resolution No. 2020-204 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Executive Car Rental, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-205 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Fox Rent A Car, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-206 approves and authorizes execution of Amendment No. 3 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Sixt Rent A Car, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-207 approves and authorizes execution of Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Avis Budget Car Rental, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-208 approves and authorizes execution of Amendment No. 4 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Cison, LLC d/b/a Ace Rent A Car of Tampa; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-210 approves and authorizes execution of Amendment No. 5 to Lease and Concessions Contract for On-Airport Vehicle Rental at Tampa International Airport with Enterprise Leasing Company of Florida, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

| | |
|---------|---|
| Subject | 2. Amendment No. 2 to Lease and Concessions Contract, Host International, Inc., Package 1, Tampa International Airport, Resolution No. 2020-190; Amendment No. 1 to Lease and Concessions Contract, Host International, Inc., Package 6, Tampa International Airport, Resolution No. 2020-191; Amendment No. 1 to Lease and Concessions Contract, HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2020-192; Amendment No. 1 to Lease and Concessions Contract, HG Tampa JV, Tampa International Airport, Resolution No. 2020-193; Amendment No. 1 to Lease and Concessions Contract, NewsLink of Tampa, LLC, Tampa International Airport, Resolution No. 2020-194; Amendment No. 1 to Lease and Concessions Contract, Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2020-195; Amendment No. 2 to Lease and Concessions Contract, Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2020-196; Amendment No. 2 to Lease and Concessions Contract, SSP America, Inc., Tampa International Airport, Resolution No. 2020-197; Amendment No. 1 to Lease and Concessions Contract, Terminal Getaway Spa Tampa, LLC, Tampa International Airport, Resolution No. 2020-198; Amendment No. 1 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 3, Tampa International Airport, Resolution No. 2020-200; Amendment No. 1 to Lease and Concessions Contract, TPA Hospitality Partners, LLC, Package 5, Tampa International Airport, Resolution No. 2020-201; Amendment No. 1 to Lease and Concessions Contract, WDFG North America, LLC, Tampa International Airport, Resolution No. 2020-202 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

Host International, Inc., HBF Tampa Partners JV, LLC, HG Tampa JV, NewsLink of Tampa, LLC, Paradies-TPA 2014, LLC, SSP America, Inc., Stellar Partners Tampa, LLC, Terminal Getaway Spa Tampa, LLC, TPA Hospitality Partners, LLC, and WDFG North America, LLC (collectively, Concessionaires) currently operate at Tampa International Airport (Airport) pursuant to separate Lease and Concessions Contracts (Lease). Under their respective Leases, Concessionaires owe certain fixed and variable fees to Authority each month.

Concessionaires have experienced a prolonged disruption to business that continues due to the worldwide COVID-19 pandemic and have requested the Authority provide relief from the monthly fixed fees due to Authority under the Lease.

After extensive analysis and careful consideration, the Authority determined that an Amendment to the existing Leases is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and viability of Concessionaires in maintaining passenger service at the Airport.

Proposal:

These Amendments are offered to all Concessionaires that have a current Lease and that are current on their payments through March 2020. In order to be eligible, each Concessionaire must continue to operate at the Airport.

Under the Amendments, the Authority agrees that it will not exercise its rights under the Lease to bill for either Premises Rent or Minimum Annual Privilege Fees (MAPF) incurred by the Concessionaires for the months of April through September 2020. In addition, in Fiscal Year 2021, the Concessionaires will be responsible for the payment of the greater of the percentage of gross receipts or fifty percent of MAPF plus fifty percent of Premises Rent. The reconciliation of this calculation will happen no later than September 2021. All other terms and conditions of the Leases remain the same.

Funding:

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020 and Fiscal Year 2021.

Recommendation:

Management recommends adoption of Resolution Nos. 2020-190, 2020-191, 2020-192, 2020-193, 2020-194, 2020-195, 2020-196, 2020-197, 2020-198, 2020-200, 2020-201 and 2020-202.

Resolutions:

Resolution No. 2020-190 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with Host International, Inc., Package 1; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-191 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with Host International, Inc., Package 6; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-192 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with HBF Tampa Partners JV, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-193 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with HG Tampa JV; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-194 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with NewsLink of Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-195 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with Paradies-TPA 2014, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-196 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with Stellar Partners Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-197 approves and authorizes execution of Amendment No. 2 to Lease and Concessions Contract at Tampa International Airport with SSP America, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-198 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with Terminal Getaway Spa Tampa,

LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-200 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with TPA Hospitality Partners, LLC, Package 3; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-201 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with TPA Hospitality Partners, LLC, Package 5; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-202 approves and authorizes execution of Amendment No. 1 to Lease and Concessions Contract at Tampa International Airport with WDFG North America, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

| | |
|----------------|---|
| Subject | 3. Amendment No. 10 to Lease Agreement for Hotel-Office Complex, Host of Boston Ltd., Tampa International Airport, Resolution No. 2020-163 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

On April 29, 1969, a Lease Agreement for Hotel-Office Complex (Agreement) was executed with Host International, Inc. for construction, operation and maintenance of the Tampa International Airport (Airport) Marriott hotel. On December 29, 1972, the Authority consented to the assignment of the Agreement to Host of Boston Ltd. (Host).

The Agreement has been amended nine times since 1969.

Construction of the Master Plan Phase 2 Red Side Curbs requires relocation of the Authority loading dock to a location adjacent to the hotel surface parking lot and loading dock. In order to construct these Master Plan Phase 2 improvements the Authority must recapture space currently under lease by Host.

Proposal:

Under this Amendment No. 10, the Authority will add approximately 3,008 square feet of surface parking lot to Host premises to replace lost parking spaces. Additionally, the Authority will recapture approximately 7,425 square feet of interior retail space to accommodate vertical conveyance and circulation from the new loading dock to the Main Terminal transfer level. In addition to relinquishing the space, Host will expend an amount not to exceed \$11,500,000 to replace furnishings, draperies, and carpets by December 31, 2026.

Host will also have certain rights for review and approval of modifications for reconfiguration of systems impacting the existing premises which are required as part of the Master Plan Phase 2 improvements. Additionally, provisions have been added to allow for certain logistic accommodations by Host during the construction period.

The Agreement will also be extended by 10 years, for a new expiration date of December 31, 2043.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-163.

Resolution:

Resolution No. 2020-163 approves and authorizes execution of Amendment No. 10 to Lease Agreement for Hotel-Office Complex at Tampa International Airport with Host of Boston Ltd.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

| | |
|---------|---|
| Subject | 4. Contract for Continuing Structural Consulting Services, Walker Parking Consultants/Engineers, Inc. d/b/a Walker Consultants, Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports, Resolution No. 2020-158 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

On June 4, 2020, the Board approved negotiations with the number one ranked firm, Walker Parking Consultants/Engineers, Inc. d/b/a Walker Consultants, for Continuing Structural Consulting Services. The Continuing Structural Consulting Services will provide comprehensive, continuing structural consulting services consistent with all Federal, State and local regulations to include, but not be limited to, projects in which the estimated construction cost of the individual project does not exceed \$4 million and for study activity if the fee for services for the individual study does not exceed \$500,000. In addition, O&M related services will be required.

Proposal:

The proposed scope of work under the Contract for Continuing Structural Consulting Services (Contract) will include design professional and consultant services for CIP and O&M projects.

The term of the Contract is for the period of August 6, 2020 through August 5, 2025, with a maximum purchase authorization amount of \$3,700,000.

A W/MBE expectancy of at least 5% of the dollar amount earned on the Contract was prescribed. A W/MBE goal of at least 5% will be incorporated into this Contract.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2020-158.

Resolution:

Resolution No. 2020-158 approves and authorizes execution of Contract for Continuing Structural Consulting Services at Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports with Walker Parking Consultants/Engineers, Inc. d/b/a Walker Consultants; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

| | |
|----------------|---|
| Subject | 5. Part 2 Supplemental Contract C for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8310 19, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2020-159 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

The Main Terminal Curbside Expansion, New Energy Plant and Related Work Program (Program) is a Phase 2 Master Plan Project. This Program includes expansion of the curbsides incorporating new elevated and at-grade lanes and vertical circulation buildings for both the Blue and Red curbsides, renovations to portions of the Main Terminal transfer level and Authority offices, construction of a new Central Utility Plant, concessions loading dock, and FAA parking lot, and demolition of the Administration Building.

The following table includes Board and CEO actions for this Program to date:

| <u>Date</u> | <u>Item</u> | <u>Amount</u> |
|------------------|--|------------------|
| June 7, 2018 | Part 1 Contract (Board) | \$25,262,708.00 |
| June 6, 2019 | Part 2 Contract (Board) | \$31,535,723.00 |
| June 6, 2019 | Amendment No. 1 to Part 1 Contract (Board) | \$4,031,477.00 |
| October 10, 2019 | Amendment No. 2 to Part 1 Contract (CEO) | \$800,000.00 |
| November 7, 2019 | Part 2 Supplemental Contract A (Board) | \$119,492,571.00 |
| January 23, 2020 | Change Order No. 1 ODP (CEO) | (\$8,000,000.00) |
| March 4, 2020 | Change Order No. 2 (CEO) | \$12,873.85 |
| April 13, 2020 | Change Order No. 3 ODP (CEO) | (\$7,500,000.00) |
| May 18, 2020 | Change Order No. 4 (CEO) | (\$1,202,863.00) |
| June 4, 2020 | Part 2 Supplemental Contract B (Board) | \$10,099,289.00 |
| July 6, 2020 | Change Order No. 5 ODP (CEO) | (\$5,500,000.00) |

Proposal:

This Part 2 Supplemental Contract C for Design-Build Services provides for construction of the following:

- HCAA Concessions Loading Dock and Related Site Development
- Offices and Support Space for Police Department and Maintenance Personnel
- Offices and Support Space for Bombardier & Flagship Personnel
- IT Room for Frontier Communications

The maximum purchase authorization for this Part 2 Supplemental Contract C will be \$19,920,732.00, bringing the total combined Program Contract amount to date to \$188,952,510.85.

This Part 2 Supplemental Contract C will incorporate a W/MBE participation of at least 13.9% for design and 10.8% 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.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-159.

Resolution:

Resolution No. 2020-159 approves and authorizes execution of Part 2 Supplemental Contract C for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8310 19 at Tampa International Airport with Hensel Phelps Construction Co.; authorizes staff to use Owner's Direct Purchase Program, if appropriate; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

| | |
|----------------|--|
| Subject | 6. Part 1 Contract for Design-Build Services, Airside A Boarding Bridges, PCA AHU, and GPU Replacements, HCAA Project No. 8405 20, Manhattan Construction Company, Tampa International Airport, Resolution No. 2020-160 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

Airside A opened in 1995 with 14 gates equipped with Passenger Boarding Bridges (PBB), Pre-Conditioned Air, Air Handler Units (PCA AHU) and Ground Power Units (GPU). In 2002, an additional PBB was installed making a total of 15 PPBs at Airside A. The PBBs, PCA AHUs and GPUs are nearing their end of useful life and are in need of replacement.

On January 29, 2020, a Request for Qualifications entitled Airside A Boarding Bridges, PCA AHU, and GPU Replacements at Tampa International Airport was issued.

On June 4, 2020, the Board approved negotiations with the number one ranked firm, Manhattan Construction Company.

Proposal:

This item awards the Part 1 Contract for Design-Build Services to Manhattan Construction Company for design of the Project in the maximum purchase authorization of \$1,637,137 for basic services and reimbursable expenses.

This Part 1 Contract for Design-Build Services will commence on August 6, 2020. Substantial completion of the Project is anticipated in July 2022.

A DBE goal of at least 17% of the dollar amount earned on the Part 1 Contract for Design-Build Services for the design phase of the Project was prescribed. This Part 1 Contract for Design-Build Services will incorporate a DBE participation of at least 20.4% of the dollar amount earned on the design phase of the Project.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-160.

Resolution:

Resolution No. 2020-160 approves and authorizes execution of Part 1 Contract for Design-Build Services, Airside A Boarding Bridges, PCA AHU, and GPU Replacements, HCAA Project No. 8405 20 at Tampa International Airport with Manhattan Construction Company; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

| | |
|----------------|--|
| Subject | 1. Construction Contract, Runway 5-23 & Connector Taxiways Rehabilitation, HCAA Project No. 6700 20, C.W. Roberts Contracting, Inc., Tampa Executive Airport, Resolution No. 2020-161 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

This Project includes an asphalt mill and overlay of Runway 5-23 and the associated connector taxiways, replacement of the runway and taxiway edge lighting and signage system, tree clearing along the runway and taxiway, shoulder grading and sodding, new pavement markings, replacement of Medium Approach Light System with Runway Alignment Indicator Lights (MALSR) and Precision Approach Path Indicator (PAPI) systems, and minor repairs and de-silting of the existing box culvert.

Proposal:

On June 23, 2020, bids were publicly opened and read aloud as follows:

| <u>Company Name</u> | <u>Bid Amount</u> |
|--|-------------------|
| C.W. Roberts Contracting, Inc. | \$5,902,072.50 |
| Ajax Paving Industries of Florida, LLC | \$6,166,733.00 |
| Preferred Materials, Inc. | \$6,317,012.47 |
| Hubbard Construction Company | \$6,945,766.58 |

The lowest responsive and responsible bidder is C.W. Roberts Contracting, Inc.

A DBE Goal participation rate of 10.4% was prescribed and a DBE Goal participation rate of at least 11.0% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-161.

Resolution:

Resolution No. 2020-161 approves and authorizes award and execution of Construction Contract for Runway 5-23 & Connector Taxiways Rehabilitation at Tampa Executive Airport with C.W. Roberts Contracting, Inc. in the amount of \$5,902,072.50; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

| | |
|----------------|--|
| Subject | 2. Proposed Capital and Operating Budget for Fiscal Year 2021 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Information |

Background:

The Florida Uniform Special District Accountability Act of 1989 sets forth general provisions for all special districts. These provisions require that all special districts must adopt a budget by resolution each fiscal year.

Proposal:

The Proposed Capital and Operating Budget for Fiscal Year 2021 is being distributed today to the Board Members for their review, along with a presentation of the Proposed Capital and Operating Budget. The Budget was reviewed with the carriers serving Tampa International Airport on July 30, 2020.

Recommendation:

Approval of the Proposed Capital and Operating Budget for Fiscal Year 2021 will be requested at the next Authority Board meeting on September 3, 2020.

K. NEW BUSINESS

| | |
|----------------|---|
| Subject | 3. Authorization for Voluntary Separation Incentive Program and Approval of Voluntary Separation Incentive Program Agreement and General Release, Tampa International Airport, Resolution No. 2020-188 |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

The Authority is seeking approval to offer a Voluntary Separation Incentive Program (VSIP) to all full-time Authority employees to align the Authority with current business levels and projections while allowing employees to decide whether voluntary, incentivized separation from the Authority is best for them.

The VSIP requires an interested employee to voluntarily separate from the Authority by September 30, 2020. In exchange for the employee's voluntary separation, the Authority will pay the employee a lump sum amount equal to a number of weeks of the employee's regular base pay and the full cost of the Authority sponsored Group Medical, Dental and/or Vision insurance coverage, subject to tax and other customary withholdings required to be withheld. The number of weeks will be determined by a formula based on years of service by the employee to the Authority, not to exceed 20 weeks.

Employees electing to separate by retirement will have the option of receiving a lump sum for Authority sponsored Group Medical, Dental and/or Vision insurance coverage, or remaining on the Authority's Group Medical, Dental and/or Vision insurance coverage, for the number of weeks for which the employee is eligible pursuant to the Authority's formula.

Employees electing to participate in the VSIP will be required to execute a Voluntary Separation Incentive Program Agreement and General Release. The Human Resources Department will manage the VSIP, and facilitate execution of the Voluntary Separation Incentive Program Agreement and General Release with participating employees. Minor adjustments to the final terms of each Voluntary Separation Incentive Program Agreement may be made to ensure business continuity of the Authority in the discretion of the Chief Executive Officer.

Proposal:

This item authorizes the VSIP and authorizes the Chief Executive Officer or his designee to execute a Voluntary Separation Incentive Program Agreement and General Release with eligible employees who elect to participate in the VSIP between August 7, 2020, and September 22, 2020.

Funding:

This item will be funded through the FY20 O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-188.

Resolution:

Resolution No. 2020-188 approves and authorizes a Voluntary Separation Incentive Program; approves and authorizes the Chief Executive Officer or his designee to execute a Voluntary Separation Incentive Program Agreement and General Release with eligible employees; and

authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

| | |
|----------------|--|
| Subject | 4. CEO Annual Review and Contract Update |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Action |

Background:

In accordance with the terms of the Employment Contract with the Authority's Chief Executive Officer (CEO), Authority Board Members must complete a performance evaluation on the CEO and review overall CEO compensation each year.

Proposal:

Board Members have completed their evaluations of the CEO and submitted them to the Human Resources Department. The CEO was measured in five areas on a scale of 1-5 (with 5 being the highest score). The resulting combined average score is 5.0/5.0.

The Board will review the CEO's performance and compensation, and consider updates to the CEO's Employment Contract.

Funding:

N/A

Recommendation:

The Board may act on this by motion; no resolution is required.

L. STAFF REPORTS

| | |
|----------------|--|
| Subject | 1. Staff Reports |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Information |

M. ATTORNEY-CLIENT CLOSED SESSION

| | |
|----------------|--|
| Subject | 1. Attorney-Client Closed Session |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Private |
| Type | Discussion |

N. ADJOURNMENT

| | |
|----------------|--|
| Subject | 1. Adjournment |
| Meeting | Aug 6, 2020 - Aviation Authority Regular Board Meeting |
| Access | Public |
| Type | Procedural |
