



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, May 7, 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, May 7, 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 during the Public Comments portion of the meeting. Individuals are allowed up to three (3) minutes or approximately 400 words total 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 or approximately 665 words total 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, May 7, 2020
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Tampa International Airport**

A. RATIFICATION OF REVISIONS TO POLICY FOR APPROVAL: SECTION 100, POLICY P135, QUORUM

1. Ratification of Revisions to Policy for Approval: Section 100, Policy P135, Quorum

B. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

C. CALL TO ORDER

1. Call to Order

D. APPROVAL OF THE AGENDA

1. Approval of the Agenda

E. PUBLIC COMMENTS

1. Public Comments

F. APPROVAL OF THE MINUTES

1. Approval of the Minutes

G. MANAGEMENT REPORT

1. Management Report

H. APPROVAL OF THE CONSENT AGENDA

1. Use and Lease Agreement for Fuel Facilities and Pipeline, UPS, Co. D/B/A United Parcel Service, Co., Tampa International Airport, Resolution No. 2020-44
2. Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-46; Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Edelweiss Air A.G. Co., Tampa International Airport, Resolution No. 2020-45
3. Amendment No. 3 to Cargo Building Space Rental Agreement, Air General, Inc., Tampa International Airport, Resolution No. 2020-90; Amendment No. 3 to Cargo Building Space Rental Agreement, Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc., Tampa International Airport, Resolution No. 2020-91
4. Amendment No. 1 to North Cargo Building Space Rental Agreement, United Parcel Service, Inc., Tampa International Airport, Resolution No. 2020-47

5. Amendment No. 2 to Space Rental Agreement (Radio Base Stations), Aeronautical Radio, Inc., Tampa International Airport, Resolution No. 2020-58; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-92; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-59
6. Operating Agreement for Non-Signatory Cargo Air Carriers, Sun Country, Inc., d/b/a Sun Country Airlines, Tampa International Airport, Resolution No. 2020-48
7. Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, ABX Air, Inc., Tampa International Airport, Resolution No. 2020-56; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Air Transport International Inc., Tampa International Airport, Resolution No. 2020-93; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Southern Air, Inc., Tampa International Airport, Resolution No. 2020-72
8. Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Edelweiss Air, Tampa International Airport, Resolution No. 2020-94; Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Skywest Airlines, Inc., Tampa International Airport, Resolution No. 2020-57
9. Amendment No. 1 to Space Rental Agreement, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-96; Amendment No. 1 to Space Rental Agreement, Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC, Tampa International Airport, Resolution No. 2020-73; Amendment No. 1 to Space Rental Agreement, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-55
10. Ratification of Operating Agreement for Ground Handlers, Airport Terminal Services, Inc., Tampa International Airport, Resolution No. 2020-43
11. Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), American Sales and Management Organization, LLC, Tampa International Airport, Resolution No. 2020-97; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Castle Aviation Services Corp, Tampa International Airport, Resolution No. 2020-49; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Ground Services International Incorporated, Tampa International Airport, Resolution No. 2020-52; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), National Aviation Services, LLC, Tampa International Airport, Resolution No. 2020-98; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-54
12. Amendment No. 1 to Operating Agreement for Ground Handlers, Air General, Inc., Tampa International Airport, Resolution No. 2020-99; Amendment No. 1 to Operating Agreement for Ground Handlers, F&E Aircraft Maintenance LLC now known as F&E Aircraft Maintenance (Miami), LLC, Tampa International Airport, Resolution No. 2020-50; Amendment No. 1 to Operating Agreement for Ground Handlers, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-51; Amendment No. 1 to Operating Agreement for Ground Handlers, Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-100; Amendment No. 3 to Operating Agreement for Ground Handlers, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-53
13. Appointment of Authority Alternate Representative to Hillsborough County Metropolitan Planning Organization Board – Gina Evans
14. Reappointment of Authority Representative to the Hillsborough County Metropolitan Planning Organization's Citizens Advisory Committee - Bill Roberts
15. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
16. Ratification of Contract for Special Legal Services, Hill, Ward & Henderson, PA, Tampa International Airport, Resolution No. 2020-60

17. Ratification of Amendment No. 1 to Contract for Special Legal Services, Greenberg Traurig, P.A., Tampa International Airport, Resolution No. 2020-61

18. Ratification of Contract for Special Legal Services, The Phipps Firm, Tampa International Airport, Resolution No. 2020-62

19. Amendment No. 3 to Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-68

20. Purchase Order(s), Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories, and Supplies utilizing NJPA Contract No. 100516-SCH, HCAA Project No. 6710 20, Schindler Elevator Corporation, Tampa Executive Airport

I. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Retroactive Suspension of Policy Requirements, Section 100, Policy P130, Types of Meetings, Resolution No. 2020-115

J. COMMITTEE REPORTS

1. Report of Audit Committee Meeting held on March 9, 2020 in the Aviation Authority Boardroom

K. UNFINISHED BUSINESS

1. Unfinished Business

L. NEW BUSINESS

1. Airline Rates and Charges Adjustment Program Agreement, American Airlines, Inc., Tampa International Airport, Resolution No. 2020-102; Delta Air Lines, Inc., Tampa International Airport, Resolution No. 2020-109; Federal Express Corporation, Tampa International Airport, Resolution No. 2020-110; Southwest Airlines Co., Tampa International Airport, Resolution No. 2020-111; Spirit Airlines, Inc., Tampa International Airport, Resolution No. 2020-104; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-112; United Parcel Service Co., Tampa International Airport, Resolution No. 2020-113

2. Airline Rates and Charges Adjustment Program Agreement, Air Canada, Tampa International Airport, Resolution No. 2020-105; American Airlines, Inc., Tampa International Airport, Resolution No. 2020-103; Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-106; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-114

3. Concessions Rent and Fee Accommodation Agreement, Host International, Inc., Tampa International Airport, Resolution No. 2020-75; TPA Hospitality Partners, LLC, Tampa International Airport, Resolution No. 2020-77; HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2020-78; Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2020-79; Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2020-81

4. Rental Car Rent and Fee Accommodation Agreement, Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Tampa International Airport, Resolution No. 2020-84; Enterprise Leasing Company of Florida, LLC, Tampa International Airport, Resolution No. 2020-85; Executive Car Rental, Inc., Tampa International Airport, Resolution No. 2020-86; Fox Rent A Car, Inc., Tampa International Airport, Resolution No. 2020-87; The Hertz Corporation, Tampa International Airport, Resolution No. 2020-88

5. Amendment No. 1 to Lease and License Agreement for Commercial Fixed Base Operation, Atlas Aviation Tampa, Inc., Peter O. Knight Airport and Plant City Airport, Resolution No. 2020-108

6. Amendment No. 19 to Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation, Skyport Holdings Tampa, LLC, Tampa Executive Airport, Resolution No. 2020-107

7. Construction Contract, Hangar 4000/E Rehabilitation, HCAA Project No. 6645 19, Odyssey International, Inc. d/b/a Odyssey Global, Peter O. Knight Airport, Resolution No. 2020-63

8. Construction Contract, South Ditch Rehabilitation, HCAA Project No. 6435 17, Bun Construction Company, Inc., Tampa Executive Airport, Resolution No. 2020-64

9. Selection of Continuing General Consultant, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports

10. Authorization of a Credit Facility In An Aggregate Amount Not-To-Exceed \$100,000,000, Truist and STI Institutional & Government, Inc., Tampa International Airport, Resolution No. 2020-67

11. Purchase Order, Information Technology Equipment, Software and Services utilizing GSA Contract No. GS-35F-0426R, Level 3 Telecom Holdings, LLC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports

12. Selection of Firm and Award of Contract, Property and Liability Insurance Broker Services, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-71

M. STAFF REPORTS

1. Staff Reports

N. ADJOURNMENT

1. Adjournment



**Thursday, May 7, 2020
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Tampa International Airport**

A. RATIFICATION OF REVISIONS TO POLICY FOR APPROVAL: SECTION 100, POLICY P135, QUORUM

Subject	1. Ratification of Revisions to Policy for Approval: Section 100, Policy P135, Quorum
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Policy P135, Quorum, establishes a policy to provide for a quorum required for official action by the Board. Under current Policy P135, no less than three Board members must be present at a Board meeting where action is to be taken. In addition, in emergency situations only and when necessary to carry out the business of the Authority, a Board member may attend a Board meeting via telephone, and be considered present, when physical attendance is not possible. However, telephonic appearances will not be considered to establish a quorum.

On March 20, 2020, as a result of the Covid-19 Pandemic, the Governor of the State of Florida issued Executive Order Number 20-69 which allowed for public meetings by means of communications media technology. The April 9, 2020 Board Meeting was subsequently canceled in response to the Covid-19 Pandemic. However, in order for the Board to conduct future Board meetings by means of communications media technology in accordance with Executive Order Number 20-69, on April 20, 2020, the Chairman, with individual consent from the remaining Board members, approved revisions to Policy P135 that allowed for Board members, in emergency situations, to also attend a Board meeting via electronic means. Additionally, in such emergency situations only, appearances via telephone and electronic means will now be considered in establishing a quorum.

Proposal:

Staff recommends revising Policy P135 to allow Board members, in emergency situations, to attend a Board meeting via electronic means and, in such emergency situations only, allow for Board member appearance by telephone and electronic means to be considered in establishing a quorum.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board ratify revisions to Policy P135, Quorum.

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

B. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. CALL TO ORDER

Subject	1. Call to Order
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

D. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

E. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

F. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

G. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

H. APPROVAL OF THE CONSENT AGENDA

Subject	1. Use and Lease Agreement for Fuel Facilities and Pipeline, UPS, Co. D/B/A United Parcel Service, Co., Tampa International Airport, Resolution No. 2020-44
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

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, Spirit, United, US Airways, Edelweiss, and Lufthansa. The airlines who executed the agreements are members of the Tampa Fuel Committee.

Proposal:

This Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) is for a term retroactively commencing on October 1, 1999 and ending September 30, 2024. The Demised Premises under the Agreement 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 Agreement, the airlines will pay to 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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-44.

Resolution:

Resolution No. 2020-44 approves and authorizes execution of Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with UPS, Co. D/B/A United Parcel Service, Co.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	2. Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-46; Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Edelweiss Air A.G. Co., Tampa International Airport, Resolution No. 2020-45
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

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 the 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, Spirit, United, US Airways, Edelweiss, and Lufthansa. The airlines who executed the agreements are members of the Tampa Fuel Committee.

These Amendments to Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) are identical to the Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline with Southwest Airlines Co. that the Board approved on October 3, 2019.

Proposal:

These Amendments extend the terms of the Agreements to September 30, 2024. The Demised Premises under the Agreements 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 these Agreements, the airlines pay to 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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-46 and 2020-45.

Resolutions:

Resolution No. 2020-46 approves and authorizes execution of Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Deutsche Lufthansa AG; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-45 approves and authorizes execution of Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Edelweiss Air A.G. Co.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	3. Amendment No. 3 to Cargo Building Space Rental Agreement, Air General, Inc., Tampa International Airport, Resolution No. 2020-90; Amendment No. 3 to Cargo Building Space Rental Agreement, Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc., Tampa International Airport, Resolution No. 2020-91
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On September 2, 2010, the Authority and Air General, Inc. (Air General) entered into a Cargo Building Space Rental Agreement (Cargo Agreement) for Suite 1600 and other operating space around the Authority's Cargo Building at Tampa International Airport (Airport). Air General also has an Operating Agreement for Ground Handlers at the Airport which supports Air General's ground handling business operations.

On March 7, 2013, the Authority and Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc. (dnata) entered into a Cargo Building Space Rental Agreement for Suite 1300 and other operating space around the Authority's Cargo Building at the Airport (Cargo Agreement). dnata has an Operating Agreement for Ground Handlers (Limited Service) at Tampa the Airport which supports dnata's ground handling business operations.

Both Cargo Agreements terminate September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-90 and 2020-91.

Resolutions:

Resolution No. 2020-90 approves and authorizes execution of Amendment No. 3 to Cargo Building Space Rental Agreement at Tampa International Airport with Air General, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-91 approves and authorizes execution of Amendment No. 3 to Cargo Building Space Rental Agreement at Tampa International Airport with Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	4. Amendment No. 1 to North Cargo Building Space Rental Agreement, United Parcel Service, Inc., Tampa International Airport, Resolution No. 2020-47
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On August 3, 2017, the Authority and United Parcel Service, Inc. (UPS) entered into North Cargo Building Space Rental Agreement for Suite S and other operating space around the Authority's North Cargo Building at Tampa International Airport (Agreement). UPS is a signatory cargo carrier at Tampa International Airport. The Agreement supports UPS' air cargo operations. The Agreement will terminate September 30, 2020.

Proposal:

This Amendment No. 1 extends the term of the Agreement for a period of two years to September 30, 2022, increases the O&M Rent, provides the Authority a 60-day written termination, and updates certain administration provisions. All other terms and conditions remain unchanged.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-47.

Resolution:

Resolution No. 2020-47 approves and authorizes execution of Amendment No. 1 to North Cargo Building Space Rental Agreement at Tampa International Airport with United Parcel Service, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	5. Amendment No. 2 to Space Rental Agreement (Radio Base Stations), Aeronautical Radio, Inc., Tampa International Airport, Resolution No. 2020-58; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-92; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-59
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Aeronautical Radio, Inc. (Aeronautical) leases space from the Authority for its radio base stations through a Space Rental Agreement (Radio Base Stations) (RBS Agreement). Aeronautical entered into its current RBS Agreement with the Authority on December 5, 2013 and the term expires September 30, 2020.

Global Aviation Services USA, Inc. (Global) leases space from the Authority for its radio base station through an RBS Agreement. Global entered into its current RBS Agreement with the Authority on November 1, 2018 and the term expires on September 30, 2020.

Triangle Services of Florida, Inc. (Triangle) leases space from the Authority for its radio base station through an RBS Agreement. Triangle entered into its current RBS Agreement with the Authority on September 4, 2014 and the term expires on September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-58, 2020-92, and 2020-59.

Resolutions:

Resolution No. 2020-58 approves and authorizes execution of Amendment No. 2 to Space Rental Agreement (Radio Base Stations) at Tampa International Airport with Aeronautical Radio, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-92 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) 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.

Resolution No. 2020-59 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) at Tampa International Airport with Triangle Services of Florida, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	6. Operating Agreement for Non-Signatory Cargo Air Carriers, Sun Country, Inc., d/b/a Sun Country Airlines, Tampa International Airport, Resolution No. 2020-48
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Cargo air carriers providing regularly scheduled service at Tampa International Airport (Airport) that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Cargo Air Carriers (Operating Agreement) prior to commencing operations.

Proposal:

This Operating Agreement is for a term commencing May 7, 2020 and ending September 30, 2021. Either party may terminate the Operating Agreement with 30 days' written notice, without cause. Sun Country, Inc., d/b/a Sun Country Airlines will pay landing fees for FY20 at the rate of \$1.649 per thousand pounds of gross landing weight, adjusted at least annually in accordance with the terms of the Operating Agreement. All fees and charges may be adjusted without amendment to the Operating Agreement. A security payment of \$5,000.00 is required. All charges for use of the Airport's facilities will be on a per use basis.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-48.

Resolution:

Resolution No. 2020-48 approves and authorizes execution of Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Sun Country, Inc., d/b/a Sun Country Airlines; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	7. Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, ABX Air, Inc., Tampa International Airport, Resolution No. 2020-56; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Air Transport International Inc., Tampa International Airport, Resolution No. 2020-93; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Southern Air, Inc., Tampa International Airport, Resolution No. 2020-72
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Cargo air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Cargo Air Carriers (Agreement) prior to commencing operations.

ABX Air, Inc. entered into an Agreement with the Authority on September 3, 2015, which expires on September 30, 2020.

Air Transport International Inc. entered into an Agreement with the Authority on September 3, 2015, which expires on September 30, 2020.

Southern Air, Inc. entered into an Agreement with the Authority on May 2, 2019, which expires on September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-56, 2020-93, and 2020-72.

Resolutions:

Resolution No. 2020-56 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with ABX Air, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-93 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Air

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

Resolution No. 2020-72 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Southern Air, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	8. Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Edelweiss Air, Tampa International Airport, Resolution No. 2020-94; Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Skywest Airlines, Inc., Tampa International Airport, Resolution No. 2020-57
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

Passenger air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Passenger Air Carriers (Agreement) prior to commencing operations.

Edelweiss Air entered into an Agreement with the Authority on May 3, 2012, which expires on September 30, 2020.

Skywest Airlines, Inc. entered into an Agreement with the Authority on October 3, 2013, which expires on September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-94 and 2020-57.

Resolutions:

Resolution No. 2020-94 approves and authorizes execution of Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Edelweiss Air; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-57 approves and authorizes execution of Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Skywest Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	9. Amendment No. 1 to Space Rental Agreement, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-96; Amendment No. 1 to Space Rental Agreement, Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC, Tampa International Airport, Resolution No. 2020-73; Amendment No. 1 to Space Rental Agreement, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-55
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

G2 Secure Staff, LLC (G2) leases office space from the Authority through an SRA in support of its ground handling operations at the Airport. G2 entered into the SRA with the Authority on September 7, 2017 and the term expires September 30, 2020.

Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC (Idemia) leases office space from the Authority through an SRA pursuant to which it operates a TSA Pre-Check Office. Idemia entered into the SRA with the Authority on November 6, 2014 and the term expires September 30, 2020.

Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc. (Primeflight) leases office space from the Authority through an SRA in support of its ground handling operations at the Airport. Primeflight entered into the SRA with the Authority on July 15, 2018 and the term expires September 30, 2020. Primeflight's SRA is contingent upon maintaining its Operating Agreement for Ground Handlers.

Utilizing Fiscal Year 2020 rates, the Companies' 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.

	Baggage Claim, Services, and Office Space	Ticket Counter, Offices, Other	Airside Building (Ramp Operations)	Total Annual	Total Monthly
G2		98 SF		\$24,911.64	\$2,075.64
Idemia	181 SF			\$39,108.67	\$3,259.06
Primeflight			272 SF	\$29,631.72	\$2,469.31

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 terms and conditions remain the same.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-96, 2020-73, and 2020-55.

Resolutions:

Resolution No. 2020-96 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with G2 Secure Staff, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-73 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-55 approves and authorizes execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	10. Ratification of Operating Agreement for Ground Handlers, Airport Terminal Services, Inc., Tampa International Airport, Resolution No. 2020-43
Meeting	May 7, 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. Airport Terminal Services, Inc. (ATS) has requested to provide ground handling services to include cargo and ramp service, passenger service, sanitary disposal service, and aircraft cleaning for ATS' customers. ATS desired to begin providing ground handling services on April 9, 2020. However, the April 9, 2020 Board Meeting was canceled as a result of the Covid-19 Pandemic. In order for ATS to begin providing services, the Operating Agreement for Ground Handlers (Agreement) was executed on April 20, 2020, with an effective date of April 9, 2020.

Proposal:

This item ratifies the previous execution of the Agreement with ATS, providing ATS with the non-exclusive right to provide ground handling services to air carriers at the Airport for the term of April 9, 2020 through September 30, 2021.

For the privilege of providing services at the Airport, ATS 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. For the privilege of providing services to any non-signatory air carrier and non-airline customers at the Airport, ATS will pay Authority a PPF of five percent (5%) of gross receipts, payable in equal monthly installments. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to ATS' 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 ATS 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. 2020-43.

Resolution:

Resolution No. 2020-43 ratifies previous execution on April 20, 2020 of Operating Agreement for Ground Handlers at Tampa International Airport with Airport Terminal Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	11. Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), American Sales and Management Organization, LLC, Tampa International Airport, Resolution No. 2020-97; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Castle Aviation Services Corp, Tampa International Airport, Resolution No. 2020-49; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Ground Services International Incorporated, Tampa International Airport, Resolution No. 2020-52; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), National Aviation Services, LLC, Tampa International Airport, Resolution No. 2020-98; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-54
Meeting	May 7, 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.

American Sales and Management Organization, LLC (Eulen) entered into its Operating Agreement for Ground Handlers (Limited Service) (Agreement) with the Authority on September 10, 2010 and the term expires September 30, 2020.

Castle Aviation Services Corp (Castle) entered into its Agreement with the Authority on October 3, 2013 and the term expires September 30, 2020.

Ground Services International Incorporated (GSI) entered into its Agreement with the Authority on March 7, 2013 and the term expires September 30, 2020.

National Aviation Services, LLC (NAS) entered into its Agreement with the Authority on August 1, 2013 and the term expires September 30, 2020.

Triangle Services of Florida, Inc. (Triangle) entered into its Agreement with the Authority on November 7, 2013 and the term expires September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-97, 2020-49, 2020-52, 2020-98 and 2020-54.

Resolutions:

Resolution No. 2020-97 approves and authorizes execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with American Sales and Management Organization, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-49 approves and authorizes execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Castle Aviation Services Corp; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-52 approves and authorizes execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Ground Services International Incorporated; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-98 approves and authorizes execution of Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with National Aviation Services, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-54 approves and authorizes execution of Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Triangle Services of Florida, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	12. Amendment No. 1 to Operating Agreement for Ground Handlers, Air General, Inc., Tampa International Airport, Resolution No. 2020-99; Amendment No. 1 to Operating Agreement for Ground Handlers, F&E Aircraft Maintenance LLC now known as F&E Aircraft Maintenance (Miami), LLC, Tampa International Airport, Resolution No. 2020-50; Amendment No. 1 to Operating Agreement for Ground Handlers, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-51; Amendment No. 1 to Operating Agreement for Ground Handlers, Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-100; Amendment No. 3 to Operating Agreement for Ground Handlers, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-53
Meeting	May 7, 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.

Air General, Inc. (Air General) entered into an Operating Agreement for Ground Handlers (Agreement) with the Authority on September 10, 2010 and the term expires September 30, 2020.

F & E Aircraft Maintenance LLC, now known as F & E Aircraft Maintenance (Miami), LLC, (F&E) entered into an Agreement with the Authority on June 1, 2017 and the term expires September 30, 2020.

Global Aviation Services USA, Inc. (Global USA) entered into an Agreement with the Authority on July 1, 2018 and the term expires September 30, 2020.

G2 Secure Staff, LLC (G2) entered into an Agreement with the Authority on May 1, 2016 and the term expires September 30, 2020.

Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc. (Primeflight) entered into an OA with the Authority on January 1, 2018 and the term expires September 30, 2020.

Proposal:

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

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2020-99, 2020-50, 2020-51, 2020-100 and 2020-53.

Resolutions:

Resolution No. 2020-99 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with Air General, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-50 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with F&E Aircraft Maintenance LLC now known as F&E Aircraft Maintenance (Miami), LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-51 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with G2 Secure Staff, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-100 approves and authorizes execution of Amendment No. 1 to Operating Agreement for Ground Handlers 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.

Resolution No. 2020-53 approves and authorizes execution of Amendment No. 3 to Operating Agreement for Ground Handlers at Tampa International Airport with Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	13. Appointment of Authority Alternate Representative to Hillsborough County Metropolitan Planning Organization Board – Gina Evans
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority is a member of the Hillsborough County Metropolitan Planning Organization (MPO) and as such is responsible for designating a representative to serve as a voting member on the MPO Board. On November 7, 2019, the Authority Board re-appointed Joseph W. Lopano, Authority Chief Executive Officer, to serve as a voting member to represent the Authority on the MPO Board. Additionally, the Authority Board appointed Janet Zink, n/k/a Janet Scherberger, to serve as an alternate member to represent the Authority as a voting member at any MPO Board meeting she attended in place of Mr. Lopano, the regular voting member of the Authority. Ms. Scherberger recently retired from the Authority and it is necessary to appoint a new alternate member.

Proposal:

Staff recommends that Gina Evans be appointed as an alternate member to represent the Authority as a voting member at any MPO Board meeting that she attends in place of Mr. Lopano, the regular voting member of the Authority.

Funding:

N/A

Recommendation:

Management recommends that Gina Evans be appointed to the Hillsborough County Metropolitan Planning Organization as the alternate member to represent the Hillsborough County Aviation Authority on the Metropolitan Planning Organization Board.

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

H. APPROVAL OF THE CONSENT AGENDA

Subject	14. Reappointment of Authority Representative to the Hillsborough County Metropolitan Planning Organization's Citizens Advisory Committee - Bill Roberts
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Authority is a member of the Hillsborough County Metropolitan Planning Organization (MPO) and is responsible for designating a representative to serve on the MPO's Citizens Advisory Committee (CAC). The CAC provides valuable input to the MPO during the review and implementation of transportation projects throughout Hillsborough County. The Chief Executive Officer currently serves as the Authority's voting member on the MPO Board. On June 6, 2016, Bill Roberts was appointed by the Board as the designated Authority representative on the CAC. He was subsequently reappointed on May 3, 2018. Mr. Roberts currently serves as the Chair of the CAC.

Proposal:

Staff recommends the Board reappoint Bill Roberts as the Authority's representative on the CAC.

Funding:

N/A

Recommendation:

Management recommends that Bill Roberts be reappointed to serve on the Hillsborough County Metropolitan Planning Organization's Citizens Advisory Committee to represent the Authority.

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

H. APPROVAL OF THE CONSENT AGENDA

Subject	15. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

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

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

Proposal:

Authorize the expenditure of Federal forfeiture funds to be used by the Tampa International Airport Police Department for a maximum purchase authorization of \$12,505.00 for the purchase of the Crossmatch Fingerprinting System.

Funding:

This item is included in the Federal Forfeiture Funds Budget.

Recommendation:

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

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

H. APPROVAL OF THE CONSENT AGENDA

Subject	16. Ratification of Contract for Special Legal Services, Hill, Ward & Henderson, PA, Tampa International Airport, Resolution No. 2020-60
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Legal Affairs Department is in need of legal services with regard to Ad Valorem Tax Exemption law and related legal matters for Tampa International Airport. The April 9, 2020 Board meeting was canceled as a result of the Cov-19 Pandemic. In order for Hill, Ward & Henderson, PA to begin providing services, the Contract for Special Legal Services (Contract) was executed on April 20, 2020, with an effective date of April 9, 2020.

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:

This item ratifies the previously executed Contract with Hill, Ward & Henderson, PA for a two-year period beginning April 9, 2020 and continuing through April 8, 2022, with one, one-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The total maximum purchase authorization amount for the term of the Contract, including the renewal option, is \$250,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-60.

Resolution:

Resolution No. 2020-60 ratifies previous execution on April 20, 2020 of Contract for Special Legal Services at Tampa International Airport with Hill, Ward & Henderson, PA; and authorizes the General Counsel or designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	17. Ratification of Amendment No. 1 to Contract for Special Legal Services, Greenberg Traurig, P.A., Tampa International Airport, Resolution No. 2020-61
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

On December 5, 2019, the Board approved a Special Legal Services Contract (Contract) with Greenberg Traurig, P.A. for legal services with regard to commercial law and related legal matters in a total not-to-exceed amount of \$150,000. The initial term of the Contract is December 5, 2019 through December 4, 2020 with one, two-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order for Greenberg Traurig, P.A. to continue providing services, Amendment No.1 was executed on April 20, 2020.

Proposal:

This item ratifies the previous execution on April 20, 2020 of Amendment No. 1 which authorized an increase of \$200,000 to the Contract for a new total maximum purchase authorization amount of \$350,000. Greenberg Traurig, P.A. will continue to represent the Authority with regard to commercial law and related legal matters.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-61.

Resolution:

Resolution No. 2020-61 ratifies previous execution on April 20, 2020 of Amendment No. 1 to Contract for Special Legal Services at Tampa International Airport with Greenberg Traurig, P.A.; and authorizes the General Counsel or designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	18. Ratification of Contract for Special Legal Services, The Phipps Firm, Tampa International Airport, Resolution No. 2020-62
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

The Legal Affairs Department is in need of legal services with regard to tax law and related legal matters for Tampa International Airport. The Phipps Firm has previously provided advice and counsel in the area of tax and other related matters for Tampa International Airport. The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order for The Phipps Firm to begin providing services, the Contract for Special Legal Services (Contract) was executed on April 20, 2020, with an effective date of April 9, 2020.

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:

This item ratifies the previously executed Contract with The Phipps Firm for a one-year period beginning April 9, 2020 and continuing through April 8, 2021, with one, one-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The total maximum purchase authorization amount for the term of the Contract, including the renewal option, is \$200,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-62.

Resolution:

Resolution No. 2020-62 ratifies previous execution on April 20, 2020 of Contract for Special Legal Services at Tampa International Airport with The Phipps Firm; and authorizes the General Counsel or designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	19. Amendment No. 3 to Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-68
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority has been working closely with the Florida Department of Environmental Protection to complete the environmental rehabilitation of Authority-owned property where certain underground contaminants have been identified. The continuing need for outside counsel is necessary for their special expertise and resources to assist in either closing these sites outright or negotiating site rehabilitation funding opportunities which will result in site closure at a reduced cost to the Authority.

On May 2, 2018, a Contract for Special Legal Services (Contract) was executed with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC for special legal services related to environmental law and other related legal matters in a total not-to-exceed amount of \$50,000 for the period of May 2, 2018 through May 1, 2021. The Authority may cancel the Contract with 30 days advance written notice.

The Contract has previously been amended twice to increase the total maximum purchase authorization to \$250,000.

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:

This Amendment No. 3 authorizes an increase of \$150,000 to the Contract for a new total maximum purchase authorization amount of \$400,000, updates statutorily required language, and extends the Contract through September 30, 2021. Baker, Donelson, Bearman, Caldwell, & Berkowitz, PC will continue to represent the Authority with regard to ongoing legal matters related to environmental law and other related legal matters.

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2020-68.

Resolution:

Resolution No. 2020-68 approves and authorizes execution of Amendment No. 3 to Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

H. APPROVAL OF THE CONSENT AGENDA

Subject	20. Purchase Order(s), Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories, and Supplies utilizing NJPA Contract No. 100516-SCH, HCAA Project No. 6710 20, Schindler Elevator Corporation, Tampa Executive Airport
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

In 1999 an elevator was installed in the Tampa Executive Airport Terminal Building. The controller parts and door operator are over 20 years old and are now obsolete. Elevator services, equipment, preventative maintenance, and repair services for the elevator are currently being provided by Schindler Elevator Corporation utilizing a National Joint Powers Alliance (NJPA) Contract. These services are required in order to ensure proper elevator functionality and to maintain ADA, building and safety code compliance.

The elevator is in need of modernization due to its age and parts that are becoming obsolete. This modernization will help guarantee availability of the elevator and ensure the Terminal Building remains ADA compliant.

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.

Proposal:

Authorize the issuance of purchase orders to Schindler Elevator Corporation for the purchase of elevator services, equipment, preventative maintenance, repair services and the upgrade of the elevator at Tampa Executive Airport utilizing NJPA Contract No. 100516-SCH, for the period of May 7, 2020 through November 2, 2021. The maximum purchase authorization amount is \$190,000.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board award and authorize the issuance of purchase orders to Schindler Elevator Corporation 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.

I. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Retroactive Suspension of Policy Requirements, Section 100, Policy P130, Types of Meetings, Resolution No. 2020-115
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Policy P130, Types of Meetings, establishes a policy relating to the location, schedules, and types of Board meetings. Under Policy P130, the Authority is required to conduct at least ten (10) regular meetings per calendar year.

In light of the uncertainty and safety concerns resulting from the new Covid-19 pandemic, the Authority Board cancelled the April 2020 regular Board Meeting.

Proposal:

This item retroactively suspends the requirements of Policy P130 with respect to the April 2020 regular Board meeting. All the items that were to be brought before the Board for consideration at the April 2020 regular Board meeting are before the Board at today's May 2020 regular Board meeting.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the retroactive suspension of the requirements of Policy P130, Types of Meetings, with respect to the April 2020 regular Board meeting.

Resolution:

Resolution No. 2020-115 approves and authorizes the retroactive suspension of the requirements of Policy P130, Types of Meetings, with respect to the April 2020 regular Board meeting; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. COMMITTEE REPORTS

Subject	1. Report of Audit Committee Meeting held on March 9, 2020 in the Aviation Authority Boardroom
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Reports

The Audit Committee met on March 9, 2020, with all members in attendance. The Audit Committee Meeting Minutes of September 11, 2019 were approved. The Audit Committee heard presentations from the Director of Internal Audit regarding Internal Audit department updates and from the Vice President of Procurement regarding the new external auditor solicitation process. The Authority's external auditors, RSM US, presented the results of the Fiscal Year 2019 external financial audit.

K. UNFINISHED BUSINESS

Subject	1. Unfinished Business
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

L. NEW BUSINESS

Subject	1. Airline Rates and Charges Adjustment Program Agreement, American Airlines, Inc., Tampa International Airport, Resolution No. 2020-102; Delta Air Lines, Inc., Tampa International Airport, Resolution No. 2020-109; Federal Express Corporation, Tampa International Airport, Resolution No. 2020-110; Southwest Airlines Co., Tampa International Airport, Resolution No. 2020-111; Spirit Airlines, Inc., Tampa International Airport, Resolution No. 2020-104; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-112; United Parcel Service Co., Tampa International Airport, Resolution No. 2020-113
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

American Airlines, Inc. (AA), Delta Air Lines, Inc. (Delta), Federal Express Corporation (FedEx), Southwest Airlines Co. (Southwest), Spirit Airlines, Inc. (Spirit), United Airlines, Inc. (United), and United Parcel Service Co. (UPS) (collectively, Airlines) are air carriers that currently operate at Tampa International Airport (Airport) under an Airline-Airport Use and Lease Agreement (AAULA).

AA is a passenger airline currently operating at the Airport under an AAULA dated September 29, 2010. Through its AAULA, AA currently leases fixed space in the Main Terminal and Airside F at the Airport and is current with its payments to the Authority through March 2020.

Delta is a passenger airline currently operating at the Airport under an AAULA dated July 22, 2010. Through its AAULA, Delta currently leases fixed space in the Main Terminal and Airside E at the Airport and is current with its payments to the Authority through March 2020.

FedEx is a cargo airline currently operating at the Airport under an AAULA dated July 22, 2010. FedEx currently leases air cargo facilities at the Airport through a General Ground Lease with Planned Improvements dated December 7, 2000 (Cargo Lease) and is current with its payments to the Authority through March 2020.

Southwest is a passenger airline currently operating at the Airport under an AAULA dated July 22, 2010. Through its AAULA, Southwest currently leases fixed space in the Main Terminal and Airside C at the Airport and is current with its payments to the Authority through March 2020.

Spirit is a passenger airline currently operating at the Airport under an AAULA dated July 30, 2010. Through its AAULA, Spirit currently leases fixed space in the Main Terminal and Airside A at the Airport and is current with its payments to the Authority through March 2020.

United is a passenger airline currently operating at the Airport under an AAULA dated September 24, 2010. Through its AAULA, United currently leases fixed space in the Main Terminal and Airside A at the Airport and is current with its payments to the Authority through March 2020.

UPS is a cargo airline currently operating at the Airport under an AAULA dated August 3, 2017. UPS currently leases air cargo facilities at the Airport through a North Cargo Building Space Rental Agreement dated August 3, 2017 (Cargo Lease) and is current with its payments to the Authority through March 2020.

Under their respective AAULAs and Cargo Leases, Airlines owe certain fixed and variable fees to Authority.

Airlines have seen a significant disruption to domestic and international air travel, including both passenger and cargo operations, due to the worldwide COVID-19 pandemic. All commercial and passenger air carriers operating at the Airport have experienced severe reductions in revenue, which have resulted in near-term cashflow challenges for Airlines. Airlines requested the Authority provide relief from the fixed and variable fees due to Authority under the AAULA. Although financial relief programs including the U.S. CARES Act may provide opportunity for financial relief to Airlines, it will take time for Airlines to realize the distribution of any funds.

After conducting industry benchmarking and careful analysis and consideration, the Authority determined that the Airlines Rates and Charges Adjustment Program Agreement (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Airlines in maintaining service at the Airport.

This Agreement has been offered to all commercial passenger and cargo air carriers that have a current AAULA, lease space at the Airport, and that are current on their payments through March 2020.

Proposal:

Under this Agreement, the Authority agrees that it will not exercise its rights under the AAULA to bill for either fixed charges (e.g., ticketing areas, breakroom, hold room, storage space, etc.) or variable charges (e.g., terminal common area use charges, landing fees, etc.) incurred by the Airlines for the month of April 2020 (Accommodation Period). With respect to air cargo carriers, only landing fees are being waived under the terms of this Agreement. Due to the Authority's not exercising its rights to bill for fixed or variable charges incurred by the Airlines during the Accommodation Period, there will be a shortfall in revenues into the respective airline cost centers. This shortfall of revenues will be made up via the use of certain Authority unrestricted funds that are not within the Authority's Trust Agreements.

After June 1, 2020, but before September 30, 2020, the Authority funds transferred during the Accommodation Period will be recovered through an adjustment to the applicable rates and charges paid by Airlines.

All other terms and conditions of the AAULA and Cargo Lease will remain the same. This Agreement does not apply to remittance of Passenger Facility Charges.

In order to be eligible, each Airline must continue to operate at the Airport.

Funding:

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

Recommendation:

Management recommends adoption of Resolution Nos. 2020-102, 2020-109, 2020-110, 2020-111, 2020-104, 2020-112, and 2020-113.

Resolutions:

Resolution No. 2020-102 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with American Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-109 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Delta Air Lines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-110 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Federal Express

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

Resolution No. 2020-111 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Southwest Airlines Co.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-104 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Spirit Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-112 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-113 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Parcel Service Co.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject **2. Airline Rates and Charges Adjustment Program Agreement, Air Canada, Tampa International Airport, Resolution No. 2020-105; American Airlines, Inc., Tampa International Airport, Resolution No. 2020-103; Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-106; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-114**

Meeting May 7, 2020 - Aviation Authority Regular Board Meeting

Access Public

Type Action

Background:

Air Canada, American Airlines, Inc. (AA), Deutsche Lufthansa AG (Lufthansa), and United Airlines, Inc. (United) (collectively, Airlines) are passenger air carriers that currently operate at Tampa International Airport (Airport).

AA operates at the Airport under an Airline-Airport Use and Lease Agreement (Signatory Operating Agreement) dated September 29, 2010. As successor-by-merger, AA currently leases space from the Authority under an Airline-Airport Use and Lease Agreement between the Authority and US Airways, Inc. dated April 1, 2010 (collectively, Signatory Operating Agreements). AA is current with its payments to the Authority under the Signatory Operating Agreements through March 2020.

Air Canada is not currently operating at the Airport due to the restrictions placed on international air carriers by the United States government. Air Canada has an active Operating Agreement for Non-Signatory Passenger Air Carriers (Non-Signatory Operating Agreement) dated December 14, 2010 with the Authority. Air Canada currently leases space from the Authority under a Space Rental Agreement dated January 6, 2011. Air Canada is current with its payments to the Authority through March 2020.

Lufthansa is not currently operating at the Airport due to the restrictions placed on international air carriers by the United States government. Lufthansa has an active Non-Signatory Operating Agreement dated May 7, 2015 with the Authority. Lufthansa currently leases space from the Authority under a Space Rental Agreement dated May 7, 2015. Lufthansa is current with its payments to the Authority through March 2020.

United operates at the Airport under a Signatory Operating Agreement dated September 24, 2010. United currently leases space from the Authority under a Space Rental Agreement dated February 2, 2017. United is current with its payments to the Authority through March 2020.

Under their respective Signatory Operating Agreements, Non-Signatory Operating Agreements, and Space Rental Agreements (collectively, Agreements), Airlines owe certain fixed and variable fees to Authority.

Airlines have seen a significant disruption to domestic and international air travel, including both passenger and cargo operations, due to the worldwide COVID-19 pandemic. All commercial and passenger air carriers operating at the Airport have experienced severe reductions in revenue, which have resulted in near-term cashflow challenges for Airlines. Airlines requested the Authority provide relief from the fixed and variable fees due to Authority under the Agreements. Although financial relief programs including the U.S. CARES Act may provide opportunity for financial relief to Airlines, it will take time for Airlines to realize the distribution of any funds.

After careful analysis and consideration, the Authority determined that the Airlines Rates and Charges Adjustment Program Agreement (Adjustment Agreement) is the best way to achieve the goals of

maintaining the Airport's financial self-sustainability and assisting Airlines in maintaining service at the Airport.

This Adjustment Agreement has been offered to all commercial passenger and cargo air carriers that have current Signatory Operating Agreements or Non-Signatory Operating Agreements, lease space at the Airport, and that are current on their payments through March 2020.

Proposal:

Under this Adjustment Agreement, the Authority agrees that it will not exercise its rights under the Agreements to bill for either fixed charges (e.g., ticketing areas, breakroom, hold room, storage space, etc.) or variable charges (e.g., terminal common area use charges, landing fees, etc.) incurred by the Airlines for the month of April 2020 (Accommodation Period). Due to the Authority's not exercising its rights to bill for fixed or variable charges incurred by the Airlines during the Accommodation Period, there will be a shortfall in revenues into the respective airline cost centers. This shortfall of revenues will be made up via the use of certain Authority unrestricted funds that are not within the Authority's Trust Agreements.

After June 1, 2020, but before September 30, 2020, the Authority funds transferred during the Accommodation Period will be recovered through an adjustment to the applicable rates and charges paid by Airlines.

All other terms and conditions of the Agreements will remain the same. This Adjustment Agreement does not apply to remittance of Passenger Facility Charges.

An airline must be currently operating at the Airport unless it is an international carrier unable to currently operate at the Airport due to restrictions placed on international air carriers by the United States government (Federal Restrictions). If an airline is not currently operating at the Airport due to Federal Restrictions, the airline must commence operations to the Airport within ninety (90) days after the United States government lifts the Federal Restrictions.

Funding:

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

Recommendation:

Management recommends adoption of Resolution Nos. 2020-105, 2020-103, 2020-106, and 2020-114.

Resolutions:

Resolution No. 2020-105 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Air Canada; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-103 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with American Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-106 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Deutsche Lufthansa AG; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-114 approves and authorizes execution of Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Airlines, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject	3. Concessions Rent and Fee Accommodation Agreement, Host International, Inc., Tampa International Airport, Resolution No. 2020-75; TPA Hospitality Partners, LLC, Tampa International Airport, Resolution No. 2020-77; HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2020-78; Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2020-79; Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2020-81
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Host International, Inc., TPA Hospitality Partners, LLC, HBF Tampa Partners JV, LLC, Paradies-TPA 2014, LLC, and Stellar Partners Tampa, LLC (collectively, Concessionaires) operate at Tampa International Airport (Airport) under separate Lease and Concessions Contracts (Lease). Under their respective Leases, Concessionaires owe certain monthly fixed and variable fees to Authority.

Concessionaires have seen a significant disruption to business due to the worldwide COVID-19 pandemic. Concessionaires operating at the Airport have requested the Authority provide relief from the monthly fixed and variable fees due to Authority under the Lease.

After careful analysis and consideration, the Authority determined that the Concessions Rent and Fee Accommodation Agreements (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Concessionaires in maintaining passenger service at the Airport.

Proposal:

This Agreement has been 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 this Agreement, the Authority agrees that it will not exercise its rights under the Lease to bill for premises rent, minimum annual privilege fees, concessions services fee, and promotions fees incurred by the Concessionaires for the month of April 2020 and the percentage fee for the month of March 2020 (billed in April 2020). The shortfall in funds shall be made up via the use of certain unrestricted funds held by the Authority outside of its various Trust Agreements (Temporary Concessions Cost Center Relief Funds).

Beginning July 1, 2020, and for each of the three months of July, August, and September 2020, the Temporary Concessions Cost Center Relief Funds transferred during the Accommodation Period will be recovered through a repayment by each Concessionaire.

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.

Recommendation:

Management recommends adoption of Resolution Nos. 2020-75, 2020-77, 2020-78, 2020-79, and 2020-81.

Resolutions:

Resolution No. 2020-75 approves and authorizes execution of Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with Host International, Inc; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-77 approves and authorizes execution of Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with TPA Hospitality Partners, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-78 approves and authorizes execution of Concessions Rent and Fee Accommodation Agreement 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. 2020-79, approves and authorizes execution of Concessions Rent and Fee Accommodation Agreement 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. 2020-81 approves and authorizes execution of Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with Stellar Partners Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject	4. Rental Car Rent and Fee Accommodation Agreement, Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Tampa International Airport, Resolution No. 2020-84; Enterprise Leasing Company of Florida, LLC, Tampa International Airport, Resolution No. 2020-85; Executive Car Rental, Inc., Tampa International Airport, Resolution No. 2020-86; Fox Rent A Car, Inc., Tampa International Airport, Resolution No. 2020-87; The Hertz Corporation, Tampa International Airport, Resolution No. 2020-88
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Enterprise Leasing Company of Florida, LLC, Executive Car Rental, Inc., Fox Rent A Car, Inc., and The Hertz Corporation (collectively, Rental Car Concessionaires) currently operate at Tampa International Airport (Airport) pursuant to separate Lease and Concessions Contracts (Lease). Under their respective Leases, Rental Car Concessionaires owe certain monthly fixed and variable fees to Authority.

Rental Car Concessionaires have seen a significant disruption to business due to the worldwide COVID-19 pandemic and have requested the Authority provide relief from the monthly fixed and variable fees due to Authority under the Lease.

After careful analysis and consideration, the Authority determined that a Rental Car Rent and Fee Accommodation Agreement (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Rental Car Concessionaires in maintaining service at the Airport.

Proposal:

This Agreement has been 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 Concessionaire must continue to operate at the Airport.

Under this Agreement, the Authority agrees that it will not exercise its rights under the Lease to bill for ground rent, minimum annual privilege fees, or parking fees incurred by the Concessionaires for the month of April 2020 and percentage fee for the month of March 2020 (billed in April 2020). The shortfall in funds will be made up via the use of certain unrestricted funds held by the Authority outside of its various Trust Agreements (Temporary Concessions Cost Center Relief Funds).

Beginning July 1, 2020, and for each of the three months of July, August, and September 2020, the Temporary Concessions Cost Center Relief Funds transferred during the Accommodation Period will be recovered through a repayment by each Concessionaire.

All other terms and conditions of the Lease remain the same.

Funding:

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

Recommendation:

Management recommends adoption of Resolution Nos. 2020-84, 2020-85, 2020-86, 2020-87, and 2020-88.

Resolutions:

Resolution No. 2020-84 approves and authorizes execution of Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with Ciscon, 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. 2020-85 approves and authorizes execution of Rental Car Rent and Fee Accommodation Agreement 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.

Resolution No. 2020-86 approves and authorizes execution of Rental Car Rent and Fee Accommodation Agreement 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. 2020-87 approves and authorizes execution of Rental Car Rent and Fee Accommodation Agreement 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. 2020-88 approves and authorizes execution of Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with The Hertz Corporation; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject	5. Amendment No. 1 to Lease and License Agreement for Commercial Fixed Base Operation, Atlas Aviation Tampa, Inc., Peter O. Knight Airport and Plant City Airport, Resolution No. 2020-108
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On February 14, 2019, the Authority and Atlas Aviation Tampa, Inc. (Atlas) entered into Lease and License Agreement for Commercial Fixed Base Operation (Agreement) at Peter O. Knight Airport (TPF) and Plant City Airport (PCM). The Agreement included the lease of certain spaces within the terminal building at PCM.

The general aviation industry has seen a significant disruption in business due to the worldwide COVID-19 pandemic and Atlas has requested the Authority provide relief from monthly rents due to the Authority under the Agreement. In addition, a recent review of space determined that Atlas requires a minor adjustment in rentable space at PCM. The space that Atlas is currently renting at PCM will be adjusted to accommodate those needs.

Proposal:

For the period of April 1, 2020 through September 30, 2020, the Authority will reduce the percentage of monthly Hangar and Tie-Down Space Rent at TPF due from Atlas to Authority from sixty percent (60%) of Gross Hangar and Tie-Down Rental Receipts to fifty percent (50%) of Gross Hangar and Tie-Down Rental Receipts, and the Authority will reduce the percentage of monthly Hangar and Tie-Down Space Rent at PCM due from Atlas to Authority from fifty percent (50%) of Gross Hangar and Tie-Down Rental Receipts to forty percent (40%) of Gross Hangar and Tie-Down Rental Receipts. On October 1, 2020, the percentage of Hangar and Tie-Down Space Rent at TPF and at PCM will return to the original Agreement levels, sixty percent (60%) at TPF and fifty percent (50%) at PCM, for the remainder of the term of the Agreement, including the renewal option.

Additionally, pursuant to this Amendment No. 1, Atlas will lease 392 square feet of additional space at PCM, to include the Quiet Room 104 (96 square feet), Lounge Room 103 (210 square feet) and Flight Planning Room 111 (86 square feet) and vacate Closet 121, allowing the Authority to reroute networking cable and install a cabinet and gear.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-108.

Resolution:

Resolution No. 2020-108 approves and authorizes execution of Amendment No. 1 to Lease and License Agreement for Commercial Fixed Base Operation at Peter O. Knight Airport and Plant City Airport with Atlas Aviation Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject	6. Amendment No. 19 to Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation, Skyport Holdings Tampa, LLC, Tampa Executive Airport, Resolution No. 2020-107
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Skyport Holdings Tampa, LLC is party to an Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation (Agreement) at Tampa Executive Airport (VDF). The Agreement has been amended previously to reflect various changes in the facilities and operation of VDF.

The general aviation industry has seen a significant disruption in business due to the worldwide COVID-19 pandemic and Skyport has requested the Authority provide relief from monthly rents due to the Authority under the Agreement.

Proposal:

For the period of April 1, 2020 through September 30, 2020, the Authority will reduce the percentage of Gross Rental Receipts collected on Hangars A, B and C; Hangar Building Numbers 4, 5, 7, 8, 9, 10, 11, 12, 13, 14; and T-Hangars 2, 3, and N at VDF due from Skyport to Authority from sixty percent (60%) of Gross Hangar Rental Receipts to fifty percent (50%) of Gross Hangar Rental Receipts. On October 1, 2020, the percentage of Gross Rental Receipts at VDF will return to sixty percent (60%).

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2020-107.

Resolution:

Resolution No. 2020-107 approves and authorizes execution of Amendment No. 19 to Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation at Tampa Executive Airport with Skyport Holdings Tampa, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject **7. Construction Contract, Hangar 4000/E Rehabilitation, HCAA Project No. 6645 19, Odyssey International, Inc. d/b/a Odyssey Global, Peter O. Knight Airport, Resolution No. 2020-63**

Meeting May 7, 2020 - Aviation Authority Regular Board Meeting

Access Public

Type Action

Background:

This Project includes the rehabilitation of a T-hangar at Peter O. Knight Airport. Work includes the repair of cracks in the concrete hangar slabs, cleaning, priming, painting and repair of wall panels, removal of existing gypsum wallboard in the storage rooms, replacement of existing doors, replacement of all electrical light fixtures, outlets and conduits, and installation of new electrical fixtures and outlets in the open hangar. Also included is the replacement of approximately 19,000 square feet of metal roof panels and the removal, reinstallation, and certification of the lightning protection system. A low bid solicitation was advertised on January 22, 2020.

Proposal:

On March 2, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Odyssey International, Inc. d/b/a Odyssey Global	\$699,000.00
D&M Construction Group, Inc. d/b/a/ Foresight Construction Group, Inc.	\$725,000.00
George G. Solar & Company, Inc.	\$944,734.00
Trias Construction LLC	\$992,943.45
Mule Engineering, Inc.	\$1,024,827.00
L. Cobb Construction, Inc.	\$1,066,265.36

The lowest responsive and responsible bidder is Odyssey International, Inc. d/b/a Odyssey Global.

A W/MBE Goal participation rate of 15% was prescribed and a W/MBE Goal participation rate of at least 26.3% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-63.

Resolution:

Resolution No. 2020-63 approves and authorizes award and execution of Construction Contract for Hangar 4000/E Rehabilitation at Peter O. Knight Airport with Odyssey International, Inc. d/b/a Odyssey Global in the amount of \$699,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject **8. Construction Contract, South Ditch Rehabilitation, HCAA Project No. 6435 17, Bun Construction Company, Inc., Tampa Executive Airport, Resolution No. 2020-64**

Meeting May 7, 2020 - Aviation Authority Regular Board Meeting

Access Public

Type Action

Background:

This Project includes the rehabilitation of an existing ditch at Tampa Executive Airport. Also included is the installation of revetment mat, six pipe outlet improvements, installation of reinforced concrete pipe (RCP) with mitered end sections, and installation of fence ditch crossing at Tampa Executive Airport. A low bid solicitation was advertised on January 8, 2020.

Proposal:

On February 6, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
*Blacktip Services, Incorporated	\$151,316.00
Bun Construction Company, Inc.	\$248,875.00
Kamminga & Roodvoets, Inc.	\$254,200.00
McKenzie Contracting, LLC	\$273,000.00
Douglas N. Higgins, Inc.	\$295,900.00

*Blacktip Services, Incorporated was deemed non-responsive for failing to provide Financial Statements as requested in the solicitation.

The lowest responsive and responsible bidder is Bun Construction Company, Inc., a certified W/MBE firm.

A W/MBE Goal participation rate of 10% was prescribed and a W/MBE Goal participation rate of at least 96.5% is incorporated into this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-64.

Resolution:

Resolution No. 2020-64 approves and authorizes award and execution of Construction Contract for South Ditch Rehabilitation at Tampa Executive Airport with Bun Construction Company, Inc. in the amount of \$248,875.00; approves rejection of bid received from Blacktip Services, Incorporated as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

L. NEW BUSINESS

Subject	9. Selection of Continuing General Consultant, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Continuing General Consultant will provide comprehensive design services for specific projects to support the Capital Improvement Program 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 \$2 million and for study activity if the fee for services for the individual study does not exceed \$200,000. Pending the Governor's signature on legislation passed this session, these amounts will increase to \$4 million and \$500,000 on July 1, 2020. In addition, O&M related services will be required.

Proposal:

On November 6, 2019, a request for qualifications entitled Continuing General Consulting Services at Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports was issued.

Two responses were received and evaluated by staff.

The order of technical ranking is as follows:

1. RS&H, Inc.
2. Mead & Hunt, Inc.

A D/W/MBE expectancy of at least 12% of the dollar amount earned on the Contract was prescribed. A D/W/MBE goal of at least 12% will be incorporated into this Contract.

The anticipated term of the negotiated Contract is June 4, 2020 through June 3, 2025.

Funding:

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

Recommendation:

The Chief Executive Officer recommends ranking the order of firms as listed above.

The Board may request presentations from the firms prior to the vote and may vote either by motion or by clear indication, to rank firms in order of preference and to authorize staff to negotiate a contract; no resolution is required.

L. NEW BUSINESS

Subject	10. Authorization of a Credit Facility In An Aggregate Amount Not-To-Exceed \$100,000,000, Truist and STI Institutional & Government, Inc., Tampa International Airport, Resolution No. 2020-67
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On December 19, 2017, the Authority extended the Commitment Termination Date on the existing revolving credit agreement with SunTrust Bank from June 1, 2018 to October 1, 2020. In addition, the Authority reduced the line of credit amount to \$100,000,000 and clarified that the loan notes drawn from the line of credit do not have to be repaid from proceeds of the next succeeding issuance of Authority indebtedness unless the intent is to repay the notes. There is no outstanding balance on the existing revolving credit agreement.

The Authority seeks a qualified financial institution to provide a Revolving Credit Facility, on the best terms and at the lowest overall borrowing cost.

Proposal:

On November 26, 2019, an Invitation to Negotiate was issued for Revolving Credit Facility at Tampa International Airport. The resulting Agreement for Revolving Credit Agreement (Agreement) will provide a \$100,000,000 line of credit for the Authority.

Three responses were received on January 8, 2020. All responses were responsive and evaluated by staff. The responding firms are listed below:

1. Bank of America, N.A. or Affiliate
2. Citibank N.A.
3. Truist and STI Institutional & Government, Inc.

After review of the three responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with Bank of America, N.A. or Affiliate and Truist and STI Institutional & Government, Inc. (Truist), with award to the Respondent providing the overall best value to the Authority.

No specific goal for W/MBE participation was established.

The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order to provide access to the line of credit rates at the earliest opportunity, this Agreement with Truist was executed on April 20, 2020. This item ratifies the previously executed Agreement with Truist. The term of the Agreement is April 20, 2020 to May 11, 2025. The following pricing formulas apply to determine the indicative rates:

	Truist
Pricing Formula – Tax Exempt – 5 year	79% times the sum of 1 Month LIBOR + 46 bps
Pricing Formula – Taxable – 5 year	1 Month LIBOR + 46 bps
Indicative Rate – Tax Exempt – 5 year	0.711% - using LIBOR as of 4/24/2020
Indicative Rate – Taxable – 5 year	0.900% - using LIBOR as of 4/24/2020
Outside Counsel Fees	NTE \$25,000
Default Rate Cap	12%

Funding:

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

Recommendation:

Management recommends adoption of Resolution No. 2020-67.

Resolution:

Resolution No. 2020-67 authorizes a credit facility in the aggregate principal amount not-to-exceed at any one time \$100,000,000 to finance or refinance certain extensions, improvements and betterments to the Airport System, and to pay the costs associated therewith; approves the forms of the Tampa International Airport tax-exempt subordinated revenue note, Series 2020A and the taxable subordinated revenue note, Series 2020B and a Revolving Credit agreement with STI Institutional & Government, Inc. and Truist bank, with Truist bank as agent, and delegating to authorized officers the authority to approve changes and modifications to such agreements; ratifies the execution and delivery of the credit agreement and authorizes the execution and delivery of other documents required in the consummation of the transactions herein contemplated; establishes project accounts and a subordinated revenues fund, and a debt service account therein with respect to the Revolving Credit Agreement and Notes; providing other details with respect thereto; waives conflict of interest; and provides an effective date.

L. NEW BUSINESS

Subject	11. Purchase Order, Information Technology Equipment, Software and Services utilizing GSA Contract No. GS-35F-0426R, Level 3 Telecom Holdings, LLC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On May 2, 2016, the Board authorized the issuance of a purchase order for a maximum authorization amount of \$1,300,000 to Level 3 Telecom Holdings, LLC utilizing GSA Contract No. GS-35F-0426R for local and long distance services and data services, including Wi-Fi, used by Authority staff and airport tenants participating in the Shared Tenant Services Program at Tampa International Airport. The Shared Tenant Services program was designed to utilize advanced telecommunications technology enabling the Authority to procure and provide high level voice and data services at a lower cost.

Recently, GSA modified the term of GSA Contract No. GS-35F-0426R extending it through March 17, 2025. Going forward, these services will also be utilized at the three General Aviation airports.

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.

Proposal:

Authorize the continued issuance of purchase orders to Level 3 Telecom Holdings, LLC utilizing GSA Contract No. GS-35F-0426R for local and long distance services and data services, including Wi-Fi, at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports for the period of May 7, 2020 through March 17, 2025 in the maximum purchase authorization amount of \$3,000,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to Level 3 Telecom Holdings, LLC 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.

L. NEW BUSINESS

Subject	12. Selection of Firm and Award of Contract, Property and Liability Insurance Broker Services, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-71
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority has an ongoing need for property and liability insurance broker services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

The Authority currently contracts with Arthur J. Gallagher Risk Management Services, Inc. for property insurance broker services and Willis of Florida, Inc for liability insurance broker services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports. The current contracts for these services expire September 30, 2020.

Proposal:

On January 10, 2020, a Request for Proposals was issued for Property and Liability Insurance Broker Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports. The scope of work includes placing the insurance coverages with qualified insurers, assisting Authority staff with insurance related issues, and providing detailed, written insurance coverage recommendations.

Four responses were received on March 4, 2020 and two qualified responses were evaluated by staff. The response from The Gehring Group, Inc. was deemed non-responsive for failing to meet qualifications. The response from Willis Towers Watson Southeast, Inc. was deemed non-responsive for including exceptions to the Contract terms and conditions.

Following are the firms in order of technical ranking:

1. Arthur J. Gallagher Risk Management Services, Inc.
2. Alliant Insurance Services, Inc.

No specific goal for W/MBE participation was established.

The term of the resulting Contract for Property and Liability Insurance Broker Services (Contract) is for the period of May 7, 2020 through September 30, 2023 with one (1), two (2) year renewal option at the discretion of the Chief Executive Officer. The Contract value, including the two (2) year renewal option, is \$487,500; however, the Contract provides that the annual fixed fee may increase or decrease by up to 10% annually. The maximum purchase authorization for the term of the Contract is \$536,250, including the renewal option. The Authority may cancel the Contract with thirty (30) days written notice.

Funding:

This item will be included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2020-71.

Resolution:

Resolution No. 2020-71 approves the ranking; authorizes award and execution of the Contract for Property and Liability Insurance Broker Services at Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports with Arthur J. Gallagher Risk Management Services, Inc.; approves rejection of the responses from The Gehring Group, Inc. and Willis Towers Watson Southeast, Inc. as non-responsive; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. STAFF REPORTS

Subject	1. Staff Reports
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

N. ADJOURNMENT

Subject	1. Adjournment
Meeting	May 7, 2020 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural
