



**NOTICE OF PUBLIC MEETINGS  
HILLSBOROUGH COUNTY AVIATION AUTHORITY**

The technical evaluation committee is scheduled to meet at the times, dates and locations listed below to review and evaluate the responses for RFP for Employee Insurance Benefits Consulting Services at Tampa International Airport.

Meeting		Time	Date	Conference Room
Minimum Qualifications Evaluation	Public	1:00 p.m.	June 9, 2022	In Person: SC4-C3 Conference Room  Virtual: By Microsoft Teams option:  Microsoft Teams Information: Conference ID: 929 070 634#  Local Call-In: +1-813-694-2596  <a href="#">Click here to join the meeting</a>
Technical Evaluation	Public	9:30 a.m.	June 21, 2022	In Person: Authority Boardroom  Virtual: By Microsoft Teams option:  Microsoft Teams Information: Conference ID: 190 378 767#  Local Call-In: +1-813-694-2596  <a href="#">Click here to join the meeting</a>

Interviews	Non-Public	TBD	June 23, 2022	Earhart Conference Room
Technical Evaluation	Public	8:30 a.m.	June 27, 2022	<p>In Person: SC4-C3 Conference Room</p> <p>Virtual: By Microsoft Teams option:</p> <p>Microsoft Teams Information: Conference ID: 366 230 637#</p> <p>Local Call-In: +1-813-694-2596</p> <p><a href="#">Click here to join the meeting</a></p>
Final Technical Evaluation	Public	8:30 a.m.	July 20, 2022	<p>In Person: Earhart Conference Room</p> <p>Virtual: By Microsoft Teams option:</p> <p>Microsoft Teams Information: Conference ID: 468 014 550#</p> <p>Local Call-In: +1-813-694-2596</p> <p><a href="#">Click here to join the meeting</a></p>

**The in-person attendance at any of the public meetings referenced above will be limited to required Technical Evaluation Committee Members, Authority staff and public that can be safely seated in the related conference rooms in compliance with social distancing standards. All in-person attendees will be required to wear a mask and comply with all social distancing standards established for the meeting.**

**Conference Room SC4-C3 - SkyCenter**

SkyCenter is located on the fourth floor of the SkyCenter office building. Access to the Conference Room SC4-C3 is through the SkyCenter Atrium by going to the fourth floor of the Atrium and then going to the north side of the Atrium where the Atrium meets the SkyCenter

Office Building. Conference Room SC4-C3 is located to the right of the Authority receptionist counter.

**Earhart Conference Room-** The Earhart Conference Room is located on the 3rd Floor of the Main Terminal at Tampa International Airport, 4160 George J. Bean Parkway, Suite 2400, Tampa, Florida, 33607. Take the blue Earhart elevators to the 3rd floor of the Main Terminal. The conference room is between Airside A and the Earhart elevators.

**The Authority Boardroom** is located on the 3rd floor of the Main Terminal. Go down the hallway to the left of the blue Earhart elevators. The Boardroom is on the left.

PLEASE NOTE: Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose the person desiring to appeal 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. Additionally, Florida law requires public agencies to provide accessibility to a public meeting upon receipt of a written request by a person with a physical disability at least 48 hours prior to the meeting. Any person requiring accommodations to participate in a meeting of the Hillsborough County Aviation Authority should contact the office of Joe Lopano, Chief Executive Officer, at Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 875-6670. Any questions, contact Rayesha Cotton, Procurement Agent by phone at (813) 813-217-3052 or via email at [RCotton@TampaAirport.com](mailto:RCotton@TampaAirport.com).