

Tampa-Hillsborough County Expressway Authority
Minutes of October 24, 2016 Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on October 24, 2016, at the Authority's Transportation Management Center, 1104 E. Twiggs Street, Tampa, Florida. The following were present:

BOARD:

Vincent Cassidy, Chair
John Garcia, Vice-Chair
Daniel A. Alvarez, Sr., Secretary
Tampa Mayor Bob Buckhorn
Commissioner Lesley "Les" Miller
FDOT D-7 Secretary Paul Steinman

STAFF:

Joe Waggoner, Patrick Maguire, Lynne Paul,
David May, Bob Frey, Sue Chrzan, Rafael
Hernandez, Debbie Northington, Max Artman,
Man Le, Shari Callahan, Donna Obuchowski,
Susan Chase, Anna Quinones

BALLARD PARTNERS

Lindsey Parks

BAML:

Columa Grotell

BROAD & CASSEL:

David Brickhouse

CARNAHAN-PROCTOR:

Donna Hagedorn, Harold Dubin

DAKTRONICS:

LeAnn Holler

FIRST SOUTHWEST CO:

Ed Stull

HNTB CORPORATION:

Jim Drapp, Al Stewart, Ginny Burchan

JMT:

Sara Beresheim

J.P. MORGAN:

Nathaniel Johnson

PLAYBOOK:

Sally Dee

WELLS FARGO:

Mike Olliff

I. CALL TO ORDER, INVOCATION and PLEDGE OF ALLEGIANCE

Chairman Vincent Cassidy called the meeting to order at 1:30 P.M., followed by General Counsel Maguire leading in the Invocation and recitation of the Pledge of Allegiance.

II. PUBLIC INPUT / PRESENTATIONS

There were no individuals signed up to publicly address the Board at this meeting of October 24, 2016.

III. APPROVAL OF MINUTES OF THE SEPTEMBER 24th, 2016 BOARD MEETING

Mayor Buckhorn moved for approval of the September 24, 2016 Board Meeting Minutes, seconded by Mr. Garcia. The motion passed unanimously.

IV. INFORMATIONAL / ACTION ITEMS

A. Operations and Maintenance Committee – *Vincent Cassidy / Dave May, PE, Staff*

1. Selmon West Extension Project – Florida Department of Transportation Memorandum of Agreement (MOA) – *Mr. Joe Waggoner, Executive Director*

Mr. Joe Waggoner reviewed a draft document outlining the terms under which THEA would be permitted to make use of the Florida Department of Transportation (FDOT) right-of-way to build the Selmon West extension. THEA is currently in negotiations with FDOT at this time. The terms in this draft are close although not finalized.

Mayor Buckhorn made the following motion, seconded by Mr. Alvarez for the authorization of both the Chairman and the Executive Director of the Authority to approve any changes to the form and to execute same in an effort to keep the project on schedule once the final document is brought before this Board for ratification.

FDOT District VII Secretary Steinman questioned General Counsel Maguire with respect to conflict of interest as this item presented before the Board involves the Department of Transportation. General Counsel Maguire referenced the Florida Statutes on Ethical Consideration goes to the issue of personal inurement. Since this is not personal to Board Member Secretary Steinman and Secretary Steinman will have no personal benefit from this in any way, or any friends or associates, and Secretary Steinman is performing his job which is not governed by the Ethics Code there is no Conflict of Interest with respect to Board Member Secretary Steinman voting on the subject matter at hand.

There being no further questions, comments or need for clarifications the motion passed unanimously subject to the final document being brought before this Board for ratification.

2. Selmon West Extension PD&E Study - Level II Contamination Assessment Task Work Order – *Mr. David May*

Mr. May explained Tierra will provide the results of field activities and final laboratory analyses for potential environmental hazards along Gandy Boulevard. The work effort was included in the work program as part of design costs previously brought before the Board on October 26, 2015. Authorization for a Task Work Order for Tierra, who is an MBE certified sub-consultant to HNTB, to perform this Level II Environmental Field Screening Report for the PD&E reevaluation for the Selmon West Extension is not to exceed \$57,430.

Mayor Buckhorn made the following motion, seconded by Mr. Garcia for the approval of a Task Work Order with HNTB to authorize Tierra in an amount

not to exceed \$57,430, to provide Level II Field Screening as indicated by the PD&E reevaluation for the Selmon West Extension project.

There being no questions, comments or request for clarification the motion passed unanimously.

3. Selmon West Extension – Box Culvert Video Inspection

Mr. David May explained Shenandoah Construction will video inspect the box culvert under Gandy Boulevard on the north side as part of the Selmon West Extension project. This will provide necessary information pertaining to the scope of work for the Selmon West Extension and provide documentation of the condition of this box culvert for claim prevention from the future contractor. It also offers a secondary benefit of cleaning out and improving the drainage of the culvert. THEA will be utilizing an FDOT Cooperative Purchase contract which will not exceed \$291,500.

Mr. Garcia made the following motion, seconded by Board Member Secretary Steinman to authorize the Executive Director to sign a contract with Shenandoah Construction to video inspect the box culvert under Gandy Boulevard as part of the Selmon West Extension project.

Chairman Cassidy questioned in the event this video determines there is an issue under the culvert prior to construction the responsibility to remediate that issue falls where? Mr. May explained currently if the culvert were in danger of falling or is damaged, the DOT would be responsible for repair. Should something happen during construction it would fall to the contractor. This video is establishing the baseline condition. An advantage to the inspection is the box culvert must be cleaned in order to inspect. As an aside they will also be installing new manholes for inspection ports as well as to make sure there is sufficient fresh air to perform the inspection.

There being no further questions the motion passed unanimously.

4. Dynamic Message Signs – Purchase

Mr. May presented the next item to the Board requesting authorization to replace / upgrade existing Dynamic Message Signs (DMS) throughout the system that have reached the end of their life expectancy and have become a maintenance issue. They will be replaced with high definition LED full color/full matrix and meet the requirements of the FDOT Approved Product List for Dynamic Message Signs. The new DMS will result in less energy usage, more reliable, and easier to maintain secondary to units being ground level instead of above level.

Mayor Buckhorn made the following motion, seconded by Commissioner Miller to authorize the Executive Director to sign a purchase order / contract with Daktronics, Inc. to purchase replacement upgraded Dynamic

Message Signs with high definition LED full color/full matrix that meet the requirements of the FDOT Approved Product List.

Chairman Cassidy noted a vendor has already been selected and therefore no ranking was performed for review by the Evaluation Committee. Mr. May explained THEA solicited proposals from approved product list vendors. The vendor selected offers both a price advantage and what THEA perceives to be a quality advantage and are quite satisfied with the selection of Daktronics.

Mr. Alvarez questioned the age of the current DMS. Mr. May explained the existing DMS are the original. Mr. May further explained the installation contract will come next month. The installers wanted to know who the supplier of the signs were in order to coordinate and estimate timing and components needed prior to presenting their proposal for installation criteria. Mr. Alvarez appreciates the pictures which he feels makes it easier to understand.

Mr. Garcia questioned if there are estimates of cost savings with the LED. Mr. May explained with the upgrade to color and full intensity, it is a little more than it would be for straight amber. Straight amber is well over 75% reduction in energy. It was noted this is a much greener product that will help the cost.

There being no further questions the motion passed unanimously.

5. Thermoplastic Pavement Markings on Entire Facility

Mr. May explained removal and replacement of existing painted pavement markings on the entire facility from Gandy to Falkenburg including REL to replace with thermoplastic pavement markings to extend the life of the markings and positive impact on maintenance rating numbers. THEA will be utilizing a Government Cooperative Purchasing contract for this project. It was noted there is a section of the facility between 78th and 301 that will be resurfaced next year and will not be included at this time. This portion will be completed at the time of resurfacing.

Mr. Alvarez made the following motion, seconded by Mr. Garcia to authorize the approval of a Task Work Order with AKCA, Inc. in the amount not to exceed \$700,000 to provide removal and replacement of upgraded thermoplastic pavement markings on the facility to achieve an extended life.

Chairman Cassidy requested a walkthrough of how the last two items will impact the traffic throughout the day. Mr. May explained the thermoplastic markings will be accomplished during the evenings. He further explained the DMS installation will be done on an individual basis so would be a localized MOT with minimal impact.

Mr. May explained the Maintenance Rating Program is where representatives come through the Department of Transportation to inspect the facility three times a

year and rate every aspect of the facility. Rating is a reflection of the safety aspect of the roadway. Chairman Cassidy strongly believes in spending money for safety reasons.

There being no further questions the motion passed unanimously.

B. Planning Committee – John Garcia, Chair / Bob Frey, Staff

1. Connected Vehicle (CV) Pilot Deployment – Phase 2 and Phase 3

Mr. Frey reported the CV Pilot Award will be moving \$200,000 from contingency to HNTB to provide engineering support for CUTR. USDOT has an independent evaluator who is requesting traffic engineering data which USF is not setup to provide. HNTB, which is part of our pilot deployment, will provide that traffic engineering.

This is an information item and therefore no action was necessary by the Board.

Chairman Cassidy questioned since there is no longer a cushioning contingency is THEA comfortable with all other expenditures such that we do not go over budget. Mr. Frey explained all expenditures anticipated are fixed fees to eliminate budget overages.

V. STAFF REPORTS

A. Operations & Maintenance (Dave May, P.E.)

Mr. May provided an update that the cleaning of the REL continues. Mr. May encourages a drive along the mainline between Twiggs and 39th Street to visualize the difference. Mr. May also provided an update on the schedule of the Selmon West Extension Project noting working towards getting the agreement and conceptual design review and approval. Currently there is probably a 3 week delay in going out for the Letter of Interest (LOI), which will then continue on throughout the rest of the project. Mr. May expects this to equate to more like a 4 to 5 week delay due to the Holidays. Mr. May committed to keeping the Board abreast as to updates to the progress and will make every effort to try to make up the time. Mr. Waggoner questioned Mr. May if we might have the opportunity to update the schedule with what happens over the next two-three weeks and come back to Board with the new revised schedule. Mr. May confirmed currently waiting to update the schedule based on the fact that a few key events will be taking place that will dictate the critical path for the entire project. These items include approval of the design variation and approval of the conceptual plans and the Memorandum of Agreement which he feels are all imminent.

Chairman Cassidy questioned when the Board will see the esthetic look of what a proposed elevated roadway will look like in that community. Mr. May explained a meeting is scheduled for tomorrow to review proposed pier designs. Once drafts are created, we will

be able to provide feedback to the Board but is probably 2 to 3 months away. It was explained not only are the piers important to driving esthetics, but box design is also important. Whether it goes steel or concrete segmental will play a major role in appearance. What ultimately is done on ground level and landscaping is a function of both those, i.e. if a lighter steel option is used that requires a smaller pier more room will be available for landscaping, but there are several fixed components. Another consideration is the expanded spacing of the piers to a minimum 210 feet which is much longer than you typically see. This is being done for safety reasons to setback from the edge of the medians sufficiently to allow for room for protective devices if ever an emergency. This creates a more open look for the facility.

Mr. Garcia questioned the length of a normal separation. Mr. May explained the contractors would like to have 110 to 140 feet which opens up a span-by-span type of construction. A different method of construction is needed for 210 feet whether steel or concrete. Mr. Waggoner explained it will increase cost to go with the longer sections as well. Although there are fewer drill shafts they will need to be larger due to load. Mr. Alvarez also requested drawings of how the proposed extension will intersect with the existing bridge. Mr. May agreed to provide these drawings which are currently available. Discussion ensued on the use underneath. It was noted the underneath is currently landscaped and that is what THEA anticipates to put back when complete. Board Member Secretary Steinman made it clear it was Florida Department of Transportation's property and strictly a right-of-way, therefore THEA cannot do what they want with it and is DOT regulated. Mr. Waggoner reiterated DOT is, and will remain, involved at a detailed level every step of the way.

B. Financial / Traffic & Revenue (*Lynne Paul*)

Ms. Paul informed the Board the reports included in the packets provided include the first 2 months of the fiscal year. Ms. Paul noted THEA is where it should be in spending and has cash sufficient to meet the needs of the Authority.

Toll revenue is overall about 8% higher than last year and 4% over projected. Traffic is approximately 5 ½% over for the year.

C. Communications (*Sue Chrzan*)

Ms. Chrzan reported the latest listing for media mentions have been included in your meeting packets. The most recent Virtual Town Hall for the Gandy Project had approximately 130 people attend. The next Town Hall in the planning stages will be looking at the pier designs some time in December. Tomorrow THEA is hosting USDOT for the CV Pilot Project. They will be here Tuesday, Wednesday and Thursday which includes USDOT, Wyoming and New York. An item to add to your schedule for November 29th and 30th is the Florida Automated Vehicle Summit. FICE is organizing the event and THEA is responsible for demonstrations.

Chairman Cassidy questioned the feedback from the last Virtual Town Hall. Ms. Chrzan responded the comments were along the lines of the previous with no surprises and in fact had the opportunity to answer some of the questions/concerns from the previous Town Hall. Ms. Chrzan provided all in attendance with the website which contains this information and more at <http://selmonextension.com>

D. Security Presentations (*Shari Callahan & Rafael Hernandez*)

Ms. Callahan introduced herself and provided a presentation on cyber security. Ms. Callahan reported on both the Admin Network and the ITS/REL Roadside Network. Ms. Callahan discussed several aspects of how THEA protects these networks currently. She discussed the specific ways the perimeter network was protected in detail. Specific ways of protection was also discussed for the individual user accessed equipment, THEA data, and e-mail. Ms. Callahan explained the ITS/REL Network is physically isolated with no internet access.

Chairman Cassidy questioned how often THEA trains staff on cyber security. Ms. Callahan responded it is constantly reinforced for phishing. Ms. Callahan reported there is not currently a mandatory annual training program. Initial training is completed during orientation. It was noted THEA is preparing to conduct a network security assessment to audit all systems. USB drives are currently open although have encouraged users to not bring flash drives from home or use any unidentified flash drive. Chairman Cassidy has requested to bring back to this Board possible procedural changes as a result of the audit.

Ms. Callahan reiterated THEA will be conducting a network security assessment for both the THEA Admin Network and the ITS/REL Network and will review the feedback from this assessment and report to the Board with the implemented recommended enhancements.

Mr. Hernandez provided information on the Tolling Network Cyber Security noting it is completely isolated from the other two networks noted previously. THEA does not store any Sunpass customer information and does not process any payment from this building and therefore do not have to carry a payment card industry known as PCI compliance. THEA's vendors are required to maintain that type of certificate. Mr. Hernandez explained THEA hired a third party independent agency to perform a network security assessment on THEA's tolling network who provided recommendations and proposed plan to implement changes. Once these changes are complete will schedule penetration test.

Chairman Cassidy mentioned 1.8 million different people use our roadway and questioned what data we have. Mr. Hernandez explained we do not have any interface with merchants to process credit cards, debit or credit with any financial institutions.

Mr. Alvarez questioned if THEA has any responsibility to test what this third party says they can provide for us and our customers is what they are actually doing? General Counsel Maguire noted we will talk with our carrier on this particular issue. Coverage has been rejected in the past secondary to not carrying any financial data which is of utmost concern with regards to security breach. THEA is looking at what is required to get the

coverage and carry. THEA has to qualify in order to get the coverage. Coverage renewal is July 1st and will ask THEA's carrier to look at this more closely.

VI. EXECUTIVE REPORTS

A. Executive Director (*Joe Waggoner*) – *No report*

B. Chair (*Vincent Cassidy, Vice-Chair*)

1. Upcoming Meetings

- **Committees as a Whole Meeting – November 7th, 1:30 p.m.**
The Committees as a Whole Meeting scheduled for November 7, 2016 will be cancelled as it will not be needed.
- **Board Meeting – November 14th, 1:30 p.m.**

There being no further business to come before the Board, Chairman Cassidy adjourned the meeting at 2:19 P.M.

MINUTES OF THE OCTOBER 24, 2016 AUTHORITY BOARD MEETING

APPROVED: _____

Vincent Cassidy
Chair: Vincent Cassidy

ATTEST: _____

Daniel Alvarez
Secretary: Daniel Alvarez

DATED THIS 14th DAY OF NOVEMBER, 2016