

Tampa-Hillsborough County Expressway Authority  
Minutes of June 25, 2018 Board Meeting  
1104 E. Twiggs Street  
Tampa, FL 33602

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The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on June 25, 2018, at the Authority's Transportation Management Center, 1104 E. Twiggs Street, Tampa, Florida. The following were present:

<b>BOARD:</b>	Vincent Cassidy, Chairman Bennett Barrow, Vice Chair Shaun Oxtal Mayor Bob Buckhorn Commissioner Les Miller FDOT District VII Secretary David Gwynn
<b>STAFF:</b>	Joe Waggoner, Patrick Maguire, Amy Lettelleir, Sue Chrzan, David May, Christina Kopp, Rafael Hernandez, Debbie Northington, Man Le, Elizabeth Gray, Max Artman, S. Morgan Holmes, Brian Ramirez, Carlos Armijo, Donna Obuchowski
<b>CRISDEL GROUP:</b>	Dixie Lamoureux
<b>GALLAGHER:</b>	Chris Connelly
<b>GPI:</b>	Todd Potter, Paula Flores
<b>GROUND WORKS/URETEK:</b>	Scott Hastings
<b>HDR:</b>	Steve Ferrell
<b>HNTB:</b>	Jim Drapp, Al Stewart
<b>JMT:</b>	Kim DeBosier, Eric Hendra
<b>J.P. MORGAN:</b>	Nathaniel Johnson
<b>PLAYBOOK:</b>	Todd Josko
<b>RAYMOND JAMES:</b>	Rick Patterson
<b>REAL IMAGE SOLUTIONS:</b>	Gary Rackliff
<b>STOKES CREATIVE GROUP:</b>	John Melendez
<b>VOLKERT:</b>	Roger Menendez
<b>WSP:</b>	Jeff Diemer

**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.

Chairman Cassidy reported into record that Mr. Daniel Alvarez will not be in attendance today due to a conflict in his schedule.

**II. PUBLIC INPUT/PRESENTATIONS**

There were no individuals signed up to publicly address the Board at this meeting of June 25, 2018.

### III. CONSENT AGENDA

Chairman Vincent Cassidy noted that all items presented under the Consent Agenda were distributed prior to the meeting to allow ample time for Board review. Items listed under the Consent Agenda include:

- A. Approval of Minutes of the May 21, 2018 Board Meeting**
- B. HNTB Task Work Orders for capital projects previously approved in the approval of the 2019 Budget and Work Program.** – Approved by the Operations & Maintenance Committee
- C. Spectrum Enterprise Task Work Order for Dedicated Symmetrical 200 Mb Internet Circuit with 13 IP Addresses.** Approved by the Operations & Maintenance Committee.

*A motion was made by Mayor Bob Buckhorn and seconded by Mr. Bennett Barrow to approve the Consent Agenda as submitted. There was no further discussion; the vote was called, and the motion carried.*

### IV. INFORMATIONAL / ACTION ITEMS

#### A. Operations & Maintenance Committee

##### 1. Selmon East Resurfacing – David May, P.E., Staff

Mr. May addressed the Board noting the first item is the resurfacing project on the east side of the facility to provide restoration, rehabilitation and resurfacing from 78<sup>th</sup> Street to I-75. THEA's normal procurement procedures were applied. Three different proposals were submitted to include the following vendors: Lane, Preferred and Ajax. The review committee is recommending the low bid be selected as the contractor to perform the resurfacing. Funding from the renewal and replacement budget in the amount of \$1,036,025.

*Commissioner Miller made the following motion, seconded by Mayor Buckhorn for the selection of Lane Construction and the Board directs staff to negotiate and execute a contract for the Selmon East Resurfacing project in the amount of \$1,036,025. If negotiations are unsuccessful, staff shall negotiate with the next lowest bidder, if necessary. Contract execution is subject to final review and approval by THEA General Counsel.*

Chairman Cassidy questioned if THEA has done business with Lane previously. Mr. May indicated that he personally has done a lot of business with Lane before and believes the Authority has also done business with Lane; however, not within the last four years.

*There being no further questions or need for further clarification, the vote was called, and the motion carried.*

**2. Resurfacing CEI Task Work Order – David May, P.E., Staff**

Mr. May noted the CEI Task Work Order for this same Selmon East Resurfacing project presented to Kissinger Campo Construction Services (KCCS) which is under one of the Authorities contracts to provide a proposal and cost estimate to provide the CEI for this project. The cost of this is estimated at \$61,435.

*Commissioner Miller made the following motion, seconded by Mayor Buckhorn authorizing staff to negotiate a contract with KCCS to perform CEI services on the East Selmon resurfacing project in the amount of \$61,435 for signature by the Executive Director. Contract is subject to review and approval by THEA General Counsel. There being no further questions or need for further clarification, the vote was called, and the motion carried.*

**3. Short List Approval for South Selmon Safety Project – David May, P.E., Staff**

Mr. May explained the South Selmon Safety Project is to fill in the medians and put in a barrier wall in the median in between the structures. The purpose of this is to short list design build firms. These firms will prepare proposals and are subject to a question and answer session and final ranking. The non-selected firms will get a stipend of \$46,166 each funded from the Bond proceeds. The Authority has received three letters of interest to include: 1) Ajax Paving/Wantman Group; 2) Granite Construction/Parsons; and 3) Cone & Graham/Cardno. They were all scored very close and all qualified and have all done work similar to this scope in the past.

*Mr. Oxtal made the following motion, seconded by Mayor Buckhorn approving the rankings and recommended short listing the three teams as follows: 1) Ajax Paving / Wantman Group with an average score of 18.9; 2) Granite Construction / Parsons with an average score of 18.53; and 3) Cone & Graham / Cardno with an average score of 17.07. The Board directs staff to proceed to Phase II of the procurement process.*

Mayor Buckhorn questioned if the total cost of this project was \$138,498 as indicated on the Agenda. Mr. May clarified that amount on the Agenda should have been \$92,332. We are requesting the Board approve committing to the cost of the proposals. The cost of the project is estimated at \$19M. This is the cost of the design and by approving this THEA will be obligated to pay the two non-selected firms a \$46,166 stipend per firm. **The funding is corrected by way of record in these Minutes to read \$92,332 representing the cost of the stipends only, for each of the two non-selected firms of \$46,166 per firm.** Mr. May indicated the cost of the actual design work is approximately \$1.9M of the \$19M budgeted for the project. Mr. Waggoner clarified this process is along the same Design-Build procurement process that was done for the Selmon West Extension. These stipends cover additional development and design costs these vendors will spend in order to perform preliminary development and design work to answer the questions put forth to them in the process of deciding which team wins by way of technical and price

merit coming to the final award recommendations to the Board. THEA follows the DOT process for calculating the stipend. FDOT D-7 Secretary Gwynn indicated by paying the stipend to the short listed firms allows THEA the right to use any ideas that may have been in their proposal that were not in the winning one that you may wish to incorporate into the winning firms design.

*The funding amount is corrected as noted above for a total of \$92,332. With no further questions or need for further clarification, the vote was called, and the motion carried.*

**4. TMC Warehouse Sprinkler Installation – David May, P.E., Staff**

Mr. May explained currently TMC does not have a sprinkler system in the warehouse to protect the components that are stored there. There are more and more electrical and intricate components stored in this warehouse indicating the need to install a sprinkler system in the TMC warehouse. THEA received only one proposal. Other vendors were asked why they did not submit proposals. The response indicated those that did not reply were not comfortable with the work and/or where the water line was located. The lump sum price received from Wayne, who currently maintains THEA's existing fire sprinkler system, was \$62,650.

*Mayor Buckhorn made the following motion, seconded by Mr. Barrow approving the purchase and installation of a fire sprinkler system for THEA's warehouse with Wayne Automatic Sprinkler and Fire Protection in the amount of \$62,650.*

Chairman Cassidy questioned if THEA feels the price is higher due to only one proposal being received. Mr. May explained the big unknown was the cost of where to connect to the waterline. The waterline connection for the dog park is out in front of the apartment building which is an expensive directional bore. That condition was included in this bid. THEA's estimate was less secondary to a waterline connection where it turns the corner. If in fact it is mandatory that connection is made in front of the apartments it was felt this is a very reasonable price presented by Wayne. Mr. May noted there was a lot of work in the area currently and many of these firms are overloaded with work.

*There being no further questions or need for further clarification, the vote was called, and the motion carried.*

**5. Tri-Party Agreement (FDOT, THEA, CSX) Selmon West Extension New Railroad Grade Crossing Warning Devices – David May, P.E., Staff**

Mr. May explained this Tri-Party Agreement between the Department, THEA and CSX is for the Selmon West Extension new railroad crossing and warning devices. An agreement must be in place whenever there is a change to one of CSX's crossings. THEA is affecting their crossing at Gandy; going overhead and replacing the signal gates (the arms), which then necessitates other changes. DOT is combining this with replacing the actual crossing. Currently this is a rough crossing that needs to be upgraded and replaced. Therefore, we

are obtaining a three-party agreement between DOT, THEA, and CSX. A presentation slide with an appropriate rendering was provided for further explanation and clarification.

*Mr. Barrow made the following motion, seconded by Mayor Buckhorn to authorize the Executive Director to sign the Tri-Party agreement and issue payment described in the agreement for enabling the construction of the bridge over the railroad at Gandy Boulevard and the signal and crossing to be replaced as part of the Selmon West Extension project.*

Chairman Cassidy questioned if this was a Change Order or if this was a reallocation of what was budgeted from originally planned. Mr. May explained the CSX amounts are unknown. There were funds set aside in contingency for CSX crossing approved although not confirmed of what the cost will entail. It is also a function of how the contractor is going to construct (i.e. how much time, flagmen, etc., unknown factors). FDOT Secretary Gwynn noted he knows that CSX now requires to purchase an aerial easement and wanted to know if this was included in this cost. Mr. May noted the aerial easement is not included in this and working with the Department to negotiate not to have to pay for that aerial easement of this. If they do require payment of that easement, that it be only 20% of the cost, not the entire amount. These negotiations are underway. There will be an additional amount of money for the aerial easement if CSX does not agree to the request by the Department to not have to pay for that aerial easement. Mr. May believes the CSX appraised amount of this easement was \$162,000 (combined subsurface, surface and aerial). Mr. Gwynn noted this is a new business model looking for new revenue streams which includes these charges for easements. Mr. Barrow questioned the timeline on this or when are they obligated to complete the update by? Mr. May noted they will coordinate with us within our schedule. Mr. Waggoner stated THEA will accommodate their needs to the maximum extent possible. Chairman Cassidy questioned if we had any reason to believe they have cause to postpone a deliverable. Mr. May noted we need the Tri-Party Agreement approved so that they can then work out the details in order to coordinate with us within our schedule.

*There being no further questions or need for further clarification, the vote was called, and the motion carried.*

## **B. Planning Committee**

### **1. 19<sup>th</sup> Street Trailhead at Selmon Greenway Design Services – Christina Kopp on behalf of Bob Frey, Staff**

Ms. Kopp explained this is to provide design services for the Trailhead. Proposals were received for the design work. The Evaluation Committee met in May to evaluate those proposals with JMT coming in as the top ranked firm with a score of 273, but an average score of 91.

*Mayor Buckhorn made the following motion, seconded by Mr. Oxtal for approval of the rankings as follows: Johnson, Mirmiran & Thompson (JMT), 91; Quigg Engineering, 89; and WGI, 89, and authorization for staff to begin*

*to negotiate a contract for the 19th Street Trailhead at Selmon Greenway for design services with the highest ranked firm, JMT. Contract execution is subject to Board approval in August 2018. There was no further discussion; the vote was called, and the motion carried.*

**2. Morrison Gateway Development Design – Christina Kopp on behalf of Bob Frey, Staff**

Ms. Kopp reported this item is to provide design services for the development of construction plans for the Morrison Avenue Gateway project in cooperation with the Hyde Park Homeowners Association. The Hyde Park Homeowners Association will maintain the landscaping through an interlocal agreement with THEA. A slide depicting a sample of some of the aesthetic enhancements was presented (i.e. decorative column, up lighting, landscaping and sidewalk connection). The funding amount requested is \$35,000 for the design. THEA would like to utilize the existing planning and design push button contract with JMT. This project is part of the underpass improvement program.

*Mayor Buckhorn made the following motion, seconded by Commissioner Miller for approval of a task order with JMT Inc. to provide design services for the Morrison Street Gateway project in the amount not to exceed \$35,000.*

Chairman Cassidy questioned if it would be similar to the project on Swann Avenue? Ms. Kopp noted it would similar just not as large as far as magnitude. Chairman Cassidy questioned the amount that the Swann Project cost. Ms. Chrzan noted the Swann Project was \$250,000.

*There being no further questions or need for further clarification; vote was called, and the motion passed unanimously.*

**3. Bay to Bay Dog Park Design – Christina Kopp on behalf of Bob Frey, Staff**

Ms. Kopp reported this item is to provide design services for the development of construction plans for the Bay to Bay Dog Park project in cooperation with the Palma Ceia Homeowners Association. THEA is negotiating with the City of Tampa to maintain the dog park through an interlocal agreement. This project is part of the underpass improvement program. A conceptual layout was presented of the Bay to Bay Dog Park which is located on the corner of Bay of Bay and MacDill. Some of the features under consideration include separated small and large dog play areas, amenities for both the dog and the dog owners, landscaping, and sidewalks. The plan would be to bring back the design work with options to obtain Board approval on what to move forward with.

*Mr. Barrow made the following motion, seconded by Mr. Oxtal for approval of a task order with JMT Inc. to provide design services for the Bay to Bay Dog Park project in the amount not to exceed \$90,000.*

Chairman Cassidy questioned if this was a joint project with the City of Tampa. Mr. Waggoner clarified the cost for this project would be under THEA's Community Enhancement Program. Negotiations with City and local community team where they have

a strong hand in maintenance and operation of the facility are underway once THEA pays for the development of the project. Chairman Cassidy questioned if Palma Ceia asked THEA for this project or did THEA go to Palma Ceia? It was noted THEA is responding to a community need in that Palma Ceia came to THEA. Mr. Barrow requested clarification on the location. Ms. Kopp noted this would be located on the southeast side of Bay to Bay. Chairman Cassidy questioned the impact to current parking. It was clarified the parking will be about the same. Ms. Chrzan also noted THEA created parking on the north side of Bay to Bay to help with parking for people wanting to access Bayshore Blvd. Chairman Cassidy was concerned with pedestrian crosswalks and suggested to incorporate safety into designs. Ms. Chrzan indicated a pedestrian pathway within the greenspace to the sidewalk leading to the crosswalk will be considered in the design.

*There being no further questions or need for further clarification the motion passed unanimously.*

### **C. General Counsel**

#### **1. Commercial Property Coverage – FY2019 – Patrick Maguire, Esq.**

Mr. Maguire reported on the request for approval of the binding of commercial property coverage for FY2019. It was reported Zurich had locked in the rate. There is a 2.7% increase in the cost this year strictly due to an increase in the value of the amount being insured. In general, there was a 10% increase in coverage for others this year. If you were an Irma claimant, you would have had a 20% increase.

*Commissioner Miller made the following motion, seconded by Mayor Buckhorn for authorization to bind Commercial Property Coverage in the amount of \$466,924 for FY2019. There was no further discussion; the vote was called, and the motion carried.*

#### **2. Annual Board Officer Elections – Patrick Maguire, Esq.**

Mr. Maguire requested permission to conduct the annual Board elections for the upcoming fiscal year (FY2019). Counsel reported current appointments and explained the procedure for nominations and elections. Call for nominations for Board Officers and subsequent elections proceeded as follows;

*Mayor Buckhorn made the following motion, for all officers to retain their current seats for the next fiscal year.*

*No other nominations were brought forward; and nominations were closed.*

Chairman Cassidy noted Mr. Alvarez has been nominated as Secretary for a second term; however, new demands from his current position with the Hillsborough County Sheriff's Office may interfere with his THEA Board duties. Mr. Maguire will contact Mr. Alvarez prior to the August Board Meeting to ask if he would like to remove his name from nominations. If the Board would like to have an alternative nomination for Secretary in

the event he chooses not to continue, THEA would open the nominations at that time in the August Board Meeting for a different Secretary.

*There was no further discussion; the vote was called by Commissioner Miller, and the motion carried.*

## **V. STAFF REPORTS**

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

Mr. May provided an update on the Selmon West Extension Design-Build Project providing an updated schedule that has been slightly modified; however still looking in the mid- to late-summer of 2020 for completion. It was noted the east interchange work was moved up a little and the viaduct work was moved back some, but that is due to getting plans approved.

Chairman Cassidy requested when changes are made to the schedule to please show the original forecast and the delta as a result to view the impact to the overall schedule on the chart.

Mr. May noted the contract time was 1,000 days at the beginning; there were 14 days of weather and holidays that have been added to the contract since that time. Currently at 25.5% as of the cutoff date with current contract dollars equalling 24.4%; tracking pretty well at this point and assurance that things are progressing fairly well. Aerial photographs were presented showing the progress in the field. Mr. May reviewed each photograph in detail.

### **B. Communications - (Sue Chrzan)**

Ms. Chrzan provided an additional update on the Selmon Extension reporting on the CEI Open House with approximately 70 local residents and business owners in attendance. Experts were on hand to review the project. Comments were received, none were negative. A few comments were regarding bike-lanes. THEA is currently trying to accommodate them during the construction. THEA attended a South Tampa Chamber event the other night as well as featuring South Gandy Businesses on social media every week with the Shop Gandy campaign.

THEA's CV Pilot prompted the Israeli Ministry of Transport visit here to the TMC along with a Queensland Australia teleconference. Recruitment and installation has begun. Hillsborough Community College is training their students by helping us install equipment in the vehicles.

The 2018 FAV Summit is scheduled for November 27-28, 2018 at the Downtown Tampa Marriott Waterside. FDOT has been extremely helpful in getting THEA the people needed for different breakout sessions as well as Senator Brandes.



Ms. Chrzan reported THEA attending the Tampa City Council's Officer of the Month and Firefighter of the Month ceremonies providing an opportunity to promote Gandy businesses again.

**C. Financial / Traffic & Revenue** (*Amy Lettelleir*)

Ms. Lettelleir reported through April 2018. Revenue collected through April 30, 2018 is \$67.2 million. Expenditures are tracking near budget with the exception of renewal and replacement; although expect that to catch up some noting several payments were recently made. Total restricted and unrestricted cash and investments of \$413 million through April 2018.

THEA toll revenue for April 2018 is \$7.05 million which is approximately 5.38% above April 2017. Transactions for April 2018 were 4.95 million which is a 6.85% increase over April 2017.

**D. Toll Operations** (*Rafael Hernandez*)

Mr. Hernandez reported THEA is processing more SunPass accounts and Toll-By-Plate accounts as of April 2018 totaling 11.4% account processing growth and 11.3% of transaction processing growth. Average daily traffic is measured as an average of Tuesday, Wednesday and Thursday to be consistent with FDOT numbers. There is a 6.9% growth in the west group and combined for the east group is a 13% traffic growth compared with April 2017.

Chairman Cassidy questioned Ms. Lettelleir reported 4.9 million in transactions. Ms. Lettelleir clarified Finance & Accounting records actual counts for transaction whereas Toll Operations includes indicated toll transactions that go through the processing of image revenues, then Toll-By-Plate processing. Ms. Lettelleir is reporting on cash received.

Mr. Hernandez provided a high-level report on activity for the weekend of the 2018 MacDill AirFest. This analysis was done immediately following the AirFest at MacDill AFB. Average weekend traffic penetration compared with the weekend of the event measured a 15% traffic increase when compared with the same weekend period for 2017 which created an increase in indicated revenues of approximately \$50,000.

Chairman Cassidy questioned if there was a hockey playoff game that weekend. Mr. Hernandez reported THEA looks at all the events and confirmed the Amelia Arena was entertaining hockey playoff games; however, activity from previous year was comparable. The growth is contributed to the AirFest.

**VI. EXECUTIVE REPORTS**

**A. Executive Director** (*Joe Waggoner*)

**1. Contract Reporting**

a) Contract Renewals & Expiration

Mr. Waggoner reported notice to the Board of the Anchor Towing contract, THEA's Road Ranger Service, which is 5-year plus three 1-year renewal options. THEA's intent is to renew the first optional year in November with Anchor Towing for the Road Ranger Service at the August 2018 Meeting, unless the Board indicates otherwise.

**B. General Counsel** (*Patrick Maguire*)

Mr. Maguire had no new report.

**C. Chair** (*Vincent Cassidy, Chairman*)

**1. Upcoming Meetings**

Chairman Cassidy indicated the July THEA Board meetings will be cancelled. There will be an August 13, 2018 THEA Board Committees as a Whole Meeting. The next regularly scheduled Board Meeting is scheduled for August 27, 2018.

Mr. Waggoner emphasized the August 13<sup>th</sup> meeting is most likely to occur for a workshop meeting and to please save the date.

**VII. ADJOURNMENT**

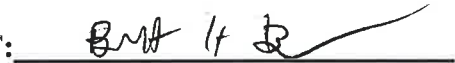
There being no further business to come before the Board, Chairman Cassidy adjourned the meeting at 2:16 p.m.

**MINUTES OF THE JUNE 25, 2018 AUTHORITY BOARD MEETING**

APPROVED: \_\_\_\_\_

  
Chairman: Vincent J. Cassidy

ATTEST: \_\_\_\_\_

  
Vice Chair: Bennett Barrow

DATED THIS 27<sup>th</sup> DAY OF August, 2018