

Tampa-Hillsborough County Expressway Authority
Minutes of August 27, 2018 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 August 27, 2018, at the Authority's Transportation Management Center, 1104 E. Twiggs Street, Tampa, Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chair
Shaun Oxtal
Mayor Bob Buckhorn
Commissioner Les Miller

STAFF:

Joe Waggoner, Patrick Maguire, Amy Lettelleir,
Sue Chrzan, David May, Bob Frey, Christina Kopp,
Rafael Hernandez, Debbie Northington, Man Le,
Elizabeth Gray, Max Artman, S. Morgan Holmes,
Brian Ramirez, Carl Shack, Shari Callahan, Anna
Quinones, Judith Villegas, Carlos Armijo, Donna
Obuchowski

F.R. ALEMAN & ASSOCIATES:

Bahman Behzade

CRISTO REY TAMPA:

Maria Vaca

FTN FINANCIAL:

Jonathan Ruth

HDR:

Steve Ferrell

HILLTOP SECURITIES:

Mark Galvin, Joel Tindal

HNTB:

Jim Drapp, Al Stewart

MASTERSON ADVISORS:

Ed Stull

PLAYBOOK:

Todd Josko, Carlos Ramos

RAYMOND JAMES:

Rick Patterson, Mary Beth Hargrove

STOKES CREATIVE GROUP:

John Melendez

VOLKERT:

Roger Menendez

WSP:

Jeff Diemer

WTSP CHANNEL 10 NEWS:

Noah Pransky

I. CALL TO ORDER, INVOCATION and PLEDGE OF ALLEGIANCE

Chairman Vincent Cassidy called the meeting to order at 1:33 P.M., followed by General Counsel Maguire leading in the Invocation and recitation of the Pledge of Allegiance.

Chairman Cassidy reported into record that FDOT D-7 Secretary Gwynn will not be in attendance today due to a preexisting conflict in his schedule. Mr. Daniel Alvarez was unable to attend due to an unexpected work conflict. Quorum is met, and the meeting will proceed.

II. PUBLIC INPUT/PRESENTATIONS

Chairman Cassidy called Ms. Marie Vaca to the podium who introduced herself and addressed the Board. Ms. Vaca noted she represents Christo Rey Tampa High School as the Director of the Corporate Work Study Program. Ms. Vaca noted she is here today as more of a thank you to Mr. Cassidy and Ms. Lettelleir who have agreed to partner with Christo Rey Tampa High School. She noted the Mission of the school is to provide students from economically disadvantaged backgrounds with an opportunity to work and learn and contribute to the bottom line, making a difference in the community. Ms. Vaca noted the Christo Rey Tampa School is a member of a network of 35 schools across the country. The Mission is to provide an opportunity for students that otherwise would not be able to graduate from not only high school, but college and mentor them all the way through. This partnership that the school is embarking on with THEA is an opportunity to show these students the business environment. Typically, most students do not have that opportunity until they attend college in the form of an internship. Christo Rey Tampa School provides this at a very early age. Currently they have 49 partnerships across Tampa and are continuing to grow in their third year of operation.

Mr. Cassidy thanked Ms. Vaca and noted THEA is excited to be a part of their efforts. Mr. Cassidy noted he had visited a month ago and in that one month's time the school has already filled all their needs and companies are now on waiting lists in order to get these qualified students. Ms. Vaca noted just this morning HNTB also became a partner.

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 June 25, 2018 Board Meeting**
- B. HNTB Task Work Orders (9) totaling \$1,173,625 for capital projects previously approved in the approval of the 2019 Budget and Work Program**
- C. Upcoming Board Member Travel for Chairman Cassidy to attend the upcoming IBTTA Annual Meeting.**
- D. CPMP Support Task, WSP, totaling \$106,153.**

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. Administrative & Operations Network Security – David May, P.E., Staff**

Mr. May addressed the Board noting the first item is the security assessment for the administrative and operations network, which is basically a cybersecurity contract to enable a firm to try everything they can to break in to try to hack our networks. Multiple firms submitted proposals to the RFP with a range of those less than \$20,000 to over \$320,000. The evaluation team shortlisted the firms and the top ranked firms were the same for each individual on the evaluation committee consisting of three individuals. The shortlisted firms are MGT which was highest ranked, Securance was second ranked, and the third ranked firm being United Data Technology.

Mayor Buckhorn made the following motions, seconded by Mr. Oxtal: a) The Board approves the ranking and selects MGT Consulting Group and directs staff to negotiate and execute a contract for administrative and operations network cyber security assessment services. If negotiations are unsuccessful, staff shall negotiate with the next firm that received the highest points. Contract execution is subject to final review and approval by THEA General Counsel; and b) The Board approves and directs staff to negotiate a push-button contract with the second (Securance) and the third ranked firms (United Data Technology), if needed.

Chairman Cassidy noted cybersecurity is critical. Mr. May noted this is a well-regarded large firm who has over 35 software applications they are going to try to use to break into the system and to show us where we have deficiencies. Mr. May is looking forward to learning their results and recommendations.

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

2. Railroad Track & Signalization Maintenance and Repair RFQ – David May, P.E., Staff

Mr. May reported on the results of an RFQ for the railroad maintenance contract to provide monthly maintenance inspections and repairs of all THEA railroad tracks, switches, crossing and signal equipment by an experienced Federal Railroad Administration qualified inspector including turf and vegetative management of THEA railroad right of ways. Mr. May explained the previous contract with Bridges has expired and THEA is currently on an extension. The funding comes from the Operation & Maintenance Budget. Two bids were received from C.J. Bridges and R.W. Summers Railroad Contractors. It is believed the difference in price is due to travel from the middle of the state, which is where R.W. Summers is headquartered. The evaluation committee recommends approval for C.J. Bridges which is the same firm, although owned by different individuals now, to continue with this contract. The cost of this is estimated at \$84,902.

Mr. Barrow made the following motion, seconded by Mayor Buckhorn authorizing the selection of C.J. Bridges and directs staff to negotiate and execute a contract for the Railroad Track & Signalization Maintenance and Repair services not to exceed \$84,902. 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. There being no questions or need for further clarification, the vote was called, and the motion carried.

3. Load Center Upgrades ITB – David May, P.E., Staff

Mr. May explained the load center upgrade, or the lighting centers on the South Selmon section, encompass the electrical supply boxes for the lighting systems on THEA's roadway. These systems were the original and need to be replaced. The work shall include complete testing of all electrical systems at the completion of work and making any changes or adjustments necessary for the proper functioning of the system(s). Two proposals were received: Highway Safety Devices and Rob Michaels, Inc. Highway Safety's proposal was \$176,000 which is in line with the engineer's estimate. The funding comes from the capital budget.

Commissioner Miller made the following motion, seconded by Mr. Oxtal that the Board selects Highway Safety Devices and directs staff to negotiate and execute a contract for load center upgrades services not to exceed \$176,000. No further discussion, the vote was called, and the motion carried.

4. Reversible Express Lanes (REL) Resurfacing ITB – David May, P.E., Staff

Mr. May explained this item is for resurfacing for the reversible lanes on the eastern side of the facility to include all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to provide pavement restoration, rehabilitation, and resurfacing of the Selmon Expressway REL. The project length is approximately 7.4 miles. Four solid contractors came in for bid all within 10% of each other.

Mr. Oxtal made the following motion, seconded by Commissioner Miller approving the selection of Hubbard Construction who submitted the lowest qualified bid and directs staff to negotiate and execute a contract for REL resurfacing services. If negotiations are unsuccessful, staff shall negotiate with the next lowest bidder, if necessary. The four bids received are as follows: 1) Hubbard Construction at \$936,024; 2) Preferred Material at \$944,508; 3) Lane Construction \$945,025; and 4) Ajax Paving \$971,171.

Chairman Cassidy questioned the cost of the resurfacing. Mr. May noted THEA is enabling the shutdown of the facility in order to accomplish the work which drastically reduces, if not eliminates, their maintenance of traffic costs and expenses allowing them to finish quickly. There is also a very favorable price on asphalt currently. The hours of closure will be at night from 7:00 PM to 5:00 AM and will not interrupt commuter traffic. Mr. Waggoner noted there is enough capacity on the local lanes during the above hours to address any demand that is being offset by the REL closure.

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

B. Planning Committee

1. 19th Street Trailhead at Selmon Greenway Design Services –Bob Frey, Staff

Mr. Frey explained this is to provide design services for the 19th Street Trailhead. This is the end of the Selmon Greenway which starts on Ashley and finishes in Ybor. Most of the work has been completed from Ashley to the Meridian area. This will be the first project in the Ybor side. The funding for this project is \$84,000; \$40,000 of which will come from FDOT as part of their local area program (LAP). The remaining \$43,952 will be THEA funds.

Mayor Buckhorn made the following motion, seconded by Commissioner Miller authorizing the Executive Director to execute a contract with Johnson, Mirmiran & Thompson (JMT) for design services of the 19th Street Trailhead at Selmon Greenway.

Chairman Cassidy requested confirmation this request is just for design. Mr. Frey confirmed and noted THEA will have \$400,000 of LAP funds from FDOT available in 2020 for construction.

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

2. CV Pilot Phase 3 Operations – Bob Frey, Staff

Mr. Frey reported this is an information item notifying the Board THEA will be moving to Phase 3 of the Connected Vehicle Pilot which will end our design and deployment phase. Once we move to Phase 3 THEA will be taking the information from the public driving on THEA's roadways and sending it to USDOT for use throughout the nation.

Chairman Cassidy questioned how many people have volunteered? Mr. Frey reported currently there are 600 installed onboard units in the vehicles and 3,000 appointments. These appointments will need to go through the qualifying process before appointments for these vehicles may be confirmed. Hoping to meet 1,600 vehicle goal by December 31, 2018. Mr. Frey reported THEA just sent out the second recruitment with a very well received response.

Mr. Frey reported this morning the THEA CV Pilot Team met with the Nation of France Research and Development Ministry. This project has received international notoriety hosting visitors or inquiries from France, Israel, Australia and Japan.

C. Public Outreach & Communications Committee

1. Resolution #660 Honoring Paul Steinman – Sue Chrzan, Staff

Ms. Chrzan noted the Resolution for honoring Paul Steinman was provided in the packets for review. Ms. Chrzan noted every time a Board Member leaves THEA creates a Resolution honoring their services.

Mayor Buckhorn made the following motion to move for adoption of Resolution #660 honoring Paul Steinman as written and provided in the August 27, 2018 Board Meeting packet. The vote was called, and the motion carried.

V. STAFF REPORTS

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

Mr. May provided an update on the Selmon West Extension noting the project continues under construction. The interchange area has been cleared of trees and vegetation. New lanes are being routed and ready to start switching two-way traffic over onto the bridge in order to move the other bridge. Work continues in the casting yard. Currently at \$67M at this point of expenditures. The contract is currently 22 additional days due to holidays and weather. Aerial photographs were presented showing the progress in the field including the casting yard. Mr. May reviewed each photograph in detail.

Chairman Cassidy questioned if the construction speed limit is being obeyed. Mr. May reported THEA is taking all precautions to try to enforce the 45mph speed limit in order to make a safe construction environment.

Mr. May reported the South Selmon Safety Project is out for proposal preparation currently. Three firms are preparing proposal to widen the median and put a barrier wall in and pave the area next to the barrier wall for safety purposes. We expect to be awarding this in December 2018.

Resurfacing for the East Selmon will start on September 9, 2018 from 78th Street to the east. Mr. Waggoner clarified this contract was awarded at a previous Board Meeting. Chairman Cassidy questioned if these resurfacing projects were being done at the same time. Mr. May clarified they will not be going on at that same time.

Wrong-way driver emblems are in for Falkenburg. The equipment is being installed at 50th Street along with the cabinets and will be scheduling the installation of the Wrong Way Driver with the radar and flashing lights within the next 30 days.

B. Communications - (Sue Chrzan)

Ms. Chrzan provided an additional update on the Selmon Extension reporting THEA is onsite everyday with the businesses and communities to let them know what is going on and help them understand what they will be seeing in the upcoming days. The first business meeting was held last month with approximately 16 businesses in attendance with a variety of different concerns and issues although this venue provided a means for THEA to be able to help them

along and resolve their concerns. A tour of the Selmon Extension Project and the casting yard will be planned for the Board when it gets a bit cooler.

The FAV Summit will be held on November 27-28, 2018 at the Marriott Waterside. The Agenda has almost been finalized with expectations to post by September 7, 2018. Registration is open. Please visit <https://favsummit.com/>

C. Toll Operations (*Rafael Hernandez*)

Mr. Hernandez reported THEA realized an increase for the month of May 2018 in both toll accounts for the processing of transactions with 6.3% for total accounts and 5.9% for total transactions. The breakdown by SunPass and Toll By Plate (TBP), as depicted in the pie chart in the presentation, are staying consistent with previous records. The month of June 2018 reveals an increase of 10.1% for total accounts and 6.1% for transactions.

Average daily traffic for the month of May 2018 reveals a 5.4% increase on the west side of the facility. Combining the reversible express lanes on the east section along with the local lanes shows a 4.6% increase on the east side of the facility.

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

Ms. Lettelleir reported tracking right on budget for O&M for May 2018 and at approximately 88% for the capital budget expenditures.

THEA toll revenue for May 2018 is \$6.7 million. As illustrated on the slide presentation table there were 5.1 million indicated and loaded transactions in May 2018 which is 4.0% higher than May 2017. The month showing increased transactions, but decreased revenues is explained by the preparation for migration to CCSS. Reported transactions in June will be counted in May when the reconciliation is complete with CCSS.

Ms. Lettelleir provided information on what things may have been if there had not been a toll suspension in September. There is an illustration through May 2018 of transactions as if toll suspensions did not happen. A conservative assumption of a 4% increase in traffic reflecting an increase in traffic through May for the year over 2017 of 5.33%. Similarly, if revenues hypothetically increased 4% in September through May 2018, revenue for the year over May 2017 would have increased 7.2%.

Ms. Lettelleir reviewed the FTE advances THEA has been receiving explaining they represent a typical week's volume of toll transaction revenues. A larger amount was received on July 20, 2018 (\$4.865 million), which was to help the agency catch up in revenues because THEA had received only two payments in over a month's time. These advances are representative of both SunPass transaction revenue and TBP transaction revenue of a typical week's volume. The reconciliation is continuing and expect to be able to close and fully reconcile June in the next few weeks. Ms. Lettelleir is on daily calls for CCSS and weekly CFO calls going through account by account to ensure THEA is able reconciliation fully and close the year.

VI. EXECUTIVE REPORTS

A. Executive Director (*Joe Waggoner*)

1. Contract Reporting

a) Contract Renewals & Expiration

Mr. Waggoner reported notice to the Board of the upcoming contracts expiring with options to extend both the Infotech Design Solutions contract as well as the Jacobs Engineering Contract. THEA's intent is to renew the first option, unless the Board indicates otherwise. The third contract which is the Intelligent Transportation System Network will be put back out for bid since we have reached the end of the term on this contract. THEA will ask for direction at the next Board Meeting if it differs from this intended direction.

B. General Counsel (*Patrick Maguire*)

Mr. Maguire had no new report.

C. Chair (*Vincent Cassidy, Chairman*)

1. Upcoming Meetings

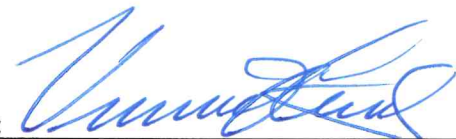
Chairman Cassidy indicated the September THEA Board meetings will be cancelled. There will be an October 15, 2018 THEA Board Committees as a Whole Meeting. The next regularly scheduled Board Meeting is scheduled for October 29, 2018.

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 AUGUST 27, 2018 AUTHORITY BOARD MEETING

APPROVED: _____


Chairman: Vincent J. Cassidy

ATTEST: _____


Vice Chair: Bennett Barrow

DATED THIS 29th DAY OF October, 2018