

Tampa-Hillsborough Expressway Authority
Board of Directors

Meeting Packet

April 26, 2021



Meeting of the Board of Directors

April 26, 2021 - 1:30 p.m.

**Port of Tampa
Cruise Terminal 3 (815 Channelside Drive) 2nd Floor
Tampa, FL 33602**

Due to renovations at THEA's Headquarters located at 1104 E. Twiggs St., monthly Board of Director meetings will be held at the Terminal 3 Port of Tampa, through June 2021.

If any person wishes to address the Board, a sign-up sheet has been provided at the entrance of the meeting room. Presentations must be limited to three (3) minutes. When addressing the Board, please state your name and address and speak clearly into the microphone. If distributing additional backup materials, please furnish 10 copies for the Authority Board Members and staff. Any person who decides to appeal any decisions of the Authority with respect to any matter considered at its meeting or public hearing will need a record of the proceedings and, for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which an appeal is to be based.

I. Call to Order, Invocation and Pledge of Allegiance

II. Public Input Presentations

III. Consent Agenda

A. Approval of the February 22, 2021 Board of Directors Meeting Minutes

B. Upcoming Anticipated Board Member Travel – Details are included in the supporting documents (Registration, Transportation, Lodging, Meals)

1. **TEAMFL – June 3-4 – Tampa, Florida**
2. **Floridians for Better Transportation – Transportation Summer Camp – TEAMFL Board Meeting, July 7-8 – Marco Island, Florida**

- C. Increase in Funding for Railroad Flaggers with CSX Agreement for the Selmon West Extension - \$95,000 (Total payment to CSX expected to be \$1,180,000)**
- D. Increase in Funding for Contract O-00320, Selmon Expressway Aesthetic Lighting to cover the cost of 15 revised structural arms to accommodate height requirements over the shoulders - \$78,000**
- E. Amendment to Asset Management Services Contract No. O-00617 - \$51,000**

IV. Discussion/Action Items

A. Planning Committee – John Weatherford, Chairman

1. FDOT/Local Agency Future Projects Concept Planning

Attachment – Bob Frey, Staff

Purpose: As part of THEA’s Mobility Options and Aesthetic Improvements initiatives, THEA has established a tradition of working with local Homeowner Associations, Agencies, and Interest Groups to collaborate and determine how the Selmon Expressway can enhance and bring together neighborhoods. This project will work with adjacent property owners, Homeowners Associations, and Agencies to determine how future THEA projects can fit and/or enhance local areas. The potential locations for this project are limited to within ½ mile on either side of the Lee Roy Selmon Expressway and any property THEA controls. Typical scope activities include land use planning, conceptual design, public outreach, platting, and site plan preparation for development of THEA-owned parcels. The initial task work order requests will be for the following areas:

- A. Bay to Bay and Palma Ceia – The THEA properties beneath and adjacent to the Selmon Expressway overpass at Bay to Bay and Macdill serve as a potential gateway between communities. There is opportunity to work with the neighborhood associations, in coordination with the City’s ongoing development of the Palma Ceia Neighborhood Commercial District Plan, to improve these areas.

Funding: Not to exceed \$125,000 from Capital Budget (Work Program: HI-0089-P-96)

Action: Request Board approval for THEA staff to execute a task order with HDR in the amount not to exceed \$125,000 for the FDOT/Local Agency Future Projects Concept Planning support. Final Task order is subject to review and approval of THEA General Counsel.

B. Audit/Finance Committee – Ken Hagan, Chairman

1. Traffic and Revenue Forecast Update - Presentation – Jeff Seward; Phil Eshelman, Stantec

Purpose: THEA’s Traffic and Revenue consultant will provide an update on current year revenues, pandemic impact, and estimates on FY2022 traffic and revenues which are the basis for both the annual Revenue Sufficiency Certificate.

2. Revenue Sufficiency Resolution – Attachment – Jeff Seward

Purpose: Pursuant to Section 5.07(E) of the THEA’s Master Bond Resolution THEA is obligated to review the financial condition of the Expressway System and the Bonds in order to estimate whether the Net System Revenues for the following year will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B) of the Master Bond Resolution. THEA has received a Revenue Sufficiency Certificate prepared by its Traffic Engineer (Stantec) who has determined that Net System Revenues will be sufficient to comply with the provision stated above for the Fiscal Year ending June 30, 2022.

Funding: There is no required funding for this item.

Action: Request Board approval of Resolution No. 665 making a positive determination regarding the sufficiency of Net System Revenues pursuant to its Master Bond Resolution.

C. General Counsel – Amy Lettelleir, Esq.

1. Insurance Broker Services – Attachment

Purpose: To provide services and duties customarily and usually performed for insurance broker services.

Funding: Operating Budget

Actions: Requests the Board:

- a) Approve ranking and selection of Evaluation Committee for insurance broker services.

Rank	Firm	Total Score	Average Score
1	Arthur J. Gallagher Risk Management Services	288	96
2	McGriff Insurance Services	267	88
3	HUB International of Florida	255	85

- b) Authorize and direct staff to negotiate and execute a contract with the highest ranked firm. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract is subject to review and approval of THEA General Counsel.

V. Staff Reports

- A. Operations & Maintenance – Brian Pickard
- B. Toll Operations – Rafael Hernandez
- C. Finance Update – Jeff Seward
- D. Public Affairs & Communications – Sue Chrzan

VI. Executive Reports

- A. Executive Director – Joe Waggoner
 1. **Contract Renewal & Expiration Report - Attachment**
 2. **Contract Close-Out Report – Attachment**
 3. **Contract Increases Report on Continuing Contracts - Attachment**
 4. **Toll Index Report - Attachment**
 5. **Legislative Update**
- B. General Counsel – Amy Lettelleir, Esq.

C. Chairman

1. Upcoming Meetings

- THEA Committees of the Whole – May 10, 2021
- THEA Board Meeting – May 24, 2021

VII. Old Business

VIII. New Business

IX. Adjournment

III. A.
CONSENT AGENDA

Approval of the February 22, 2021 Board of Directors
Meeting Minutes

Tampa-Hillsborough County Expressway Authority
Minutes of February 22, 2021 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 February 22, 2021 at the Port of Tampa, 815 Channelside Drive, Cruise Terminal 3, 2nd floor in Tampa, Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
Daniel Alvarez, Secretary
FDOT D-7 Secretary David Gwynn, Member
Commissioner Ken Hagan, Member

STAFF:

Joe Waggoner	Jeff Seward
Amy Lettelleir	Shari Callahan
Sue Chrzan	Brian Ramirez
Robert Frey	Julie Aure
Rafael Hernandez	Chaketa Mister
Brian Pickard	Lilly Salas

The following individuals signed in at the meeting:

Al Stewart, HNTB	Sally Dee, Playbook PR
Jim Drapp, HNTB	Kamila Khasanova, Playbook PR
Steve Williams, Infotect	Kim DeBosier, WGI
Ron Nelson, Infotect	

I. CALL TO ORDER

Chairman Vincent Cassidy called the meeting to order at 1:33 p.m.

II. PUBLIC INPUT PRESENTATIONS

There were no public input presentations.

III. CONSENT AGENDA

The Chairman continued with the Consent Agenda approvals.

A. Approval of the Minutes of the January 25, 2021 Board Meeting

B. Task Order:

1. HI-0082 P-44 HNTB Transit Flex Lanes Support, \$60,000

The Chairman asked for a motion to approve. Mr. Bennett Barrow moved approval, seconded by Commissioner Ken Hagan. The motion carried without opposition.

IV. DISCUSSION/ACTION ITEMS

A. Planning Committee –Bob Frey

1. THEA-FDOT I-4 FRAME Support Task Order

Mr. Bob Frey introduced the item noting it is part of THEA's Automated/Connected/Electric/Shared innovation program. The program will allow THEA to work in collaboration with FDOT and have the FDOT system and the THEA system work together, making it easier for travelers to move between systems. The potential locations for the coordination include the I-4 Connector, I-75 interchange, Gandy Boulevard, and the Willow Boulevard area south of Kennedy Boulevard.

The requested action is for Board approval to execute a task order with HNTB. Funding is not to exceed \$150,000 from the Capital Budget.

The Chairman asked for a motion to discuss. Mr. Barrow moved to discuss, and Secretary David Gwynn seconded the motion.

With no questions or comments, the Chairman called for a vote to approve the action item. The motion carried without opposition.

B. Operations & Maintenance Committee – Brian Pickard

1. Construction Engineering Inspection (CEI) Services for the East Selmon Slip Ramps Design-Build Project

Mr. Brian Pickard discussed the scoring for the construction engineering inspection services for the East Selmon Slip Ramps Design-Build Project. He requested approval of the Evaluation Committees shortlisted firms:

Rank	Firms	Total Score	Average Score
1	Conсор Engineering	284	94.67
2	HDR	274	91.33
3	Lochner	272	90.67

Mr. Pickard also requested that the Board authorize and direct staff to negotiate and execute a contract with the highest ranked firm for CEI Services for the design and construction of the East Selmon Ramps project. He noted that if negotiations are unsuccessful, staff will negotiate with the next highest ranked firm. The contract is subject to review and approval by THEA General Counsel.

Mr. Alvarez moved approval, seconded by Mr. Barrow. The motion carried without opposition.

2. Change Order to Contract No. 0-02219 with Gosalia for Paving REL, \$193,923
Capital Budget

Mr. Pickard explained the purpose of the change order, which is to reimburse Gosalia for the REL paving completed as part of the East Selmon Expressway Toll Gantry Area Resurfacing. THEA took the item to the Disputes Review Board, who ruled that the work was considered extra and should be paid.

Mr. Pickard requested the Board authorize the Executive Director to sign a change order to Gosalia Concrete Constructors, Inc. for \$193,923.

Mr. Barrow moved approval, seconded by Mr. Alvarez.

Chairman Cassidy asked about lessons learned. Mr. Pickard explained that a previous version of the specs was posted on the website for review and did not include the work in question. New protocols are in place to ensure this doesn't happen in the future.

Mr. Alvarez asked if the \$193,923 was the actual cost or if that was negotiated. Mr. Pickard noted it was negotiated from \$198,000.

The motion carried without opposition.

V. STAFF REPORTS

A. Operations & Maintenance – Brian Pickard

Infotect Consultant, Steve Williams, provided the Board with an update on IT Security.

- All employees received security awareness training in November 2020.
- Account security standards were implemented in the past 18 months to include Microsoft 365 multi-factor authentication.
- Mandatory password change is implemented for all staff in July, 2020.

- The edge perimeter firewall was upgraded in August, 2019.

In response to the pandemic and assisting staff in working remotely, several actions were taken:

- Expanded use of agency VPN
- Load-balanced traffic across two internet connections
- Appropriated extra server license to build a remote desktop server to make it easier to use line-of-business applications from remote locations
- Leveraged Microsoft 365 One Drive to allow staff to better share files and work remotely in a secure encrypted file-sharing method

Chairman Cassidy asked how often employees are required to change passwords. Mr. Williams explained that with the multi-factor identification password changes are not necessary as long as the passwords are strong and encrypted.

Chairman Cassidy also asked whose equipment employees are using when working from home. Mr. Williams confirmed that agency equipment is being used.

Finally, Chairman Cassidy asked when the last assessment of the infrastructure was conducted. Mr. Williams explained that things like firewall logging and Microsoft 365 activity are reviewed quarterly with THEA IT.

New employee IT training is conducted for all new employees.

Mr. Pickard reviewed projects:

- Headquarters rehabilitation project – 3rd floor is complete with the exception of A/C and staff are moving back into their offices. Construction on second floor has begun.
- Dale Mabry interchange – all concrete grinding is complete. Gantries are up and running, paving of Westshore is complete, next step is to pave Gandy. They are still working on some lime rock and expansion joints. The opening is expected in the middle of April.

B. Toll Operations – Rafael Hernandez

- Mr. Hernandez discussed tolls from January 2021. We are tracking at 80% compared to last year. For the month of January 2021 – we have total accounts processed -8.3 points from 2020 and transactions -20 points compared to 2020. The ADT for January 2021 in the west group is -20.3 points, and in the east group -16.3 points.
- The Selmon West Extension – they are working on getting the site prepared. The installation is complete. The next step is to coordinate with the financial back offices and that work began last week. We are set to begin the in-lane system commissioning testing on February 24, 2021.

Chairman Cassidy asked Mr. Waggoner what the rest of the state is saying about capacity and utilization. Mr. Waggoner noted that we are tracking consistently with other urban facilities that are commuter based. The Florida Turnpike is actually doing better for the more regional goods and services route/distance travel.

Secretary Gwynn explained that FDOT is seeing that some places are back up to where they were before COVID. Pasco County is one example. One change they have noticed is that peak hours are not as pronounced, but total volume for the day is around 95%.

Mr. Waggoner suggested that until the vaccine has been more widely distributed and the office buildings in downtown Tampa are reopened, we will not see a significant change from this 20% decline.

C. Finance Update – Jeff Seward

Mr. Seward presented a snapshot of agency financials. We are tracking as expected as far as expenditures are concerned. We are tracking over our budget as far as revenues are concerned and we're looking at almost 18% above our anticipated budget last summer. He explained that as we get into the March/April timeframe where we're looking at a full year from the impacts of the pandemic on our transportation revenues, he will add FY-2019 to the comparisons to show the 3-year comparison, noting that we don't want to use the COVID impact as our future baseline. We're in good financial shape. Revenue is tracking higher and expenditures are less than what we anticipated.

D. Public Affairs & Communications – Sue Chrzan

Ms. Chrzan announced the following upcoming meetings/events:

- FAV Summit Speaker Series will be at 11:00 am. You can sign on at FAV.com. Eight hundred people have signed on so far.
- Thursday night is our PD&E Study for the South Selmon PD&E Capacity Study. It will be at the Convention Center starting at 5:00 pm, with the actual presentation beginning at 6:00 pm.
- The opening of the West Selmon Extension will be in mid-April. Elected officials and VIPs will be taken up on the Extension for the ribbon cutting and the check presentation to the City of Tampa. Then there will be an opportunity to drive the extension.

VI. EXECUTIVE REPORTS

A. Executive Director – Joe Waggoner

Mr. Waggoner announced the completion of the Dynamic Message Sign Contract, noting that it was completed on budget.

B. General Counsel – Amy Lettelleir, Esq.

No report from General Counsel

C. Chairman

1. Upcoming Meetings

- THEA Committees as a Whole – March 8, 2021
- THEA Board Meeting – March 22, 2021

VII. OLD BUSINESS

No old business.

VIII. NEW BUSINESS

No new business.

IX. ADJOURNMENT

With no further business to come before the Board, Chairman Cassidy adjourned the meeting at 1:54 pm.

APPROVED: _____ **ATTEST:** _____
Chairman: Vincent J. Cassidy **Vice-Chair: Bennett Barrow**

DATED THIS 26th DAY OF APRIL 2021

III. B.

CONSENT AGENDA

Approval of Upcoming Anticipated Board Member Travel

1. TEAMFL, Tampa, June 3-4, 2021. Details attached
Vincent Cassidy, THEA Chairman
2. Floridians for Better Transportation – Transportation Summer Camp – TEAMFL
Board Meeting, Marco Island, July 8-9, 2021. Details attached.
Vincent Cassidy, THEA Chairman

[Home](#)[Membership App](#)[Members Only Login](#)

Transportation Strategies

Thursday, June 3rd - Friday June 4th, 2021

Grand Hyatt Tampa Bay

2900 Bayport Dr.
Tampa, FL 33607

Thursday, June 3, 2021

BUSINESS CASUAL ATTIRE

- | | | |
|--|---|---------------------|
| <input type="radio"/> Yes <input type="radio"/> No | Tour Placeholder (TBD) (earn PDH) | 10:00 am - 12:00 pm |
| <input type="radio"/> Yes <input type="radio"/> No
or | Focus Session - TBD (earn PDH) | 1:30 pm - 2:30 pm |
| <input type="radio"/> Yes <input type="radio"/> No | Focus Session – T&R Consultants overall (earn PDH) | 1:30 pm - 2:30 pm |
| <input type="radio"/> Yes <input type="radio"/> No
or | Focus Session – MCORE update (earn PDH) | 3:30 – 5:00 pm |
| <input type="radio"/> Yes <input type="radio"/> No | Focus Session – Mobile device impact on tolling (earn PDH) | 3:30 – 5:00 pm |
| <input type="radio"/> Yes <input type="radio"/> No | Evening Reception | 5:30 – 7:30 pm |

Friday, June 4, 2021

BUSINESS CASUAL ATTIRE

- | | | |
|--|-----------------------------------|--------------------|
| <input type="radio"/> Yes <input type="radio"/> No | Breakfast | 8:00 am - 9:00 am |
| <input type="radio"/> Yes <input type="radio"/> No | GENERAL Session (earn PDH) | 9:00 am - 12:00 pm |

Please list your name as you want it printed on your name badge or click here to login to TeamFI.

First Name: Last Name:

Company:

Cell Phone: Email:

Do you need a hotel? ☐ Yes ☐ No

Are you a S/W/M/DBE organization? ☐ Yes ☐ No

Would you be interested in becoming a meeting sponsor? ☐ Yes ☐ No

Are you a Presenter for this Event? ☐ Yes ☐ No

Take a few moments to check out our social media.



It is very important that you either email this RSVP form back to us, or have someone in your office do so. This is the record that we use in ordering food and making name badges. It is preferable that we have one of these forms for each person attending. If you would like a confirmation by either email, please let us know. Because this is an out-of-town meeting, name badges will be made up ahead of time. Late RSVP's will have a hand-written badge made at the meeting. Thank you for your cooperation.

Request For Travel

Date: April 13, 2021

Employee Name: Vincent Cassidy

Destination (city, state): Tampa, FL

Date of Departure: July 7, 2021

Date of Return: July 8, 2021

Name of Event Floridians for Better Transportation/TEAMFL Board Meeting

Event Type:	Meeting
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Professional Development _____

CLE

Seminar _____

Workshop	
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Other	
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Request Should Be Submitted At Least 5 Days Prior To Departure

Registration Fees				\$	<u> </u>
Meals	Breakfast	<u> </u>	1 Days @ \$	<u> 6.00 </u>	= \$ <u> 6.00 </u>
	Lunch	<u> </u>	1 Days @ \$	<u> 11.00 </u>	= \$ <u> 11.00 </u>
	Dinner	<u> </u>	1 Days @ \$	<u> 19.00 </u>	= \$ <u> 19.00 </u>
Lodging		<u> </u>	1 Days @ \$	<u> 200 </u>	= \$ <u> 250.00 </u>
OR					
Per Diem				=	\$ <u> 60.00 </u>
Transportation					
Airfare				\$	<u> 0.00 </u>
Baggage Fee				\$	<u> 0.00 </u>
Car Rental		<u> </u>	Days @ \$	<u> </u>	= \$ <u> 0.00 </u>
Shuttle/Taxi		<u> </u>	Days @ \$	<u> 0 </u>	= \$ <u> 0.00 </u>
Mileage		<u> 181 </u>	2	<u> 0.56 </u>	= \$ <u> 202.16 </u>
Total Estimated Travel Expense				\$	<u> 438.16 </u>

Statement of Approvals:

The supervisor and employee, acting in the best interest of THCEA, agree that the Event will directly enhance the employee's ability to perform his/her current duties/responsibilities and/or qualify for or maintain professional certifications related to employee's current position and related license requirements.

Employee's Signature

Director of Finance

Date

Supervisor

Date

Executive Director

Date

Accounting Use Only	
For College or University Course Work Reimbursement	Notes:
<div> <div>Amount Approved</div> <div>Date</div> </div>	
<div>Balance - Fiscal Year</div>	

Series 200, Sec. 210.15 Emp Policies

NOTE: The form must be completed prior to making travel arrangements or registrations. Employees are responsible for payment of unapproved registrations/travel expenses.



2021 Transportation Summer Camp

July 7-9, 2021

JW Marriott Marco Island Beach Resort
400 South Collier Blvd. ~ Marco Island, FL 34145

Tentative Agenda

Wednesday, July 7

9:00 AM	REGISTRATION OPENS	Palms Ballroom Foyer
8:00—5:00 PM	MPOAC Policy and Technical Committee	Royal, Coconut & Sabal
12:00—1:30 PM	Transportation Advocates Group (TAG) Luncheon Meeting (By Invitation Only)	
3:00—5:00 PM	Floridians For Better Transportation Board Meeting	Sentry 1-4
8:00—10:00 PM	<i>Welcome to Paradise Gathering</i> (music on the veranda)!	

Thursday, July 8

8:00 AM	REGISTRATION OPENS	Palms Ballroom Foyer
9:00—11:30 AM	TEAMFL Focus Group – topic TBA (Professional Development Credits Available)	Royal, Coconut & Sabal
10:00-12:30 PM	TEAMFL Board of Directors Meeting	Sentry 1-4
1:00—5:00 PM	General Session Keynote Speaker: FBT Special Guest Don Yaeger, Renowned author and speaker	
6:00—10:00 PM	<i>“Camping on Paradise Coast”</i> Reception & After Party (entertainment TBA)	

Friday, July 9

8:00 AM	REGISTRATION OPENS	Palms Ballroom Foyer
7:00—8:30 AM	Breakfast Buffet	Ario Restaurant
8:30—12:30 PM	General Session	Royal, Coconut & Sabal
12:30 PM	2021 Transportation Summer Camp Wrap-up and Closing!	

III. C.

CONSENT AGENDA

Increase in Funding for Railroad Flaggers with CSX
Agreement for the Selmon West Extension - \$94,772
(Total payment to CSX expected to be \$1,179,980)

Selmon West Extension – Contract O-00217 - CSX Reimbursement

Backup

April 12, 2021

The January, 2021 THEA Board of Directors approved reimbursement to CSX for Engineering and Flagging efforts on the Selmon West Extension, not to exceed \$1,085,208. CSX has now spent that amount. CSX estimates that the final cost will now be \$1,179,980. THEA has an agreement with CSX to reimburse their estimated flagging and engineering costs prior to the expenditures based on CSX's estimated use. Approval is needed for the net difference of \$94,772. Any excess funds will be reimbursed to THEA at the end of the Project.

ESTIMATE SUBJECT TO REVISION AFTER: 3/30/2022

DOT NO.: 626349E

CITY: Tampa

COUNTY: Hillsborough

STATE: FL

DESCRIPTION: CE&I and Flagging Services for the Selmon West Expressway Extension ramp construction over CSXT at W. Gandy Blvd. - ADD'L FAE

ZONE: Florida

SUB-DIV: Tampa Terminal

MILE POST: A 887.79

AGENCY PROJECT NUMBER: FDOT# 439023-1-62-01 ; THEA O-01916

PRELIMINARY ENGINEERING:

212	Contracted & Administrative Engineering Services	\$	75,750
	Subtotal	\$	75,750

CONSTRUCTION ENGINEERING/INSPECTION:

212	Contracted & Administrative Engineering Services	\$	184,511
	Subtotal	\$	184,511

FLAGGING SERVICE: (Contract Labor)

70	Labor (Conductor-Flagman)	\$	-
50	Labor (Foreman/Inspector) 650 Days @ \$504.00	\$	327,600
70	Additive (Transportation Department)	\$	-
50	Additive 148.00% (Engineering Department)	\$	484,848
	Subtotal	\$	812,448

SIGNAL & COMMUNICATIONS WORK:

		\$	-
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TRACK WORK:

		\$	-
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PROJECT SUBTOTAL:

		\$	1,072,709
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900	CONTINGENCIES: 10.00%	\$	107,271
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PROJECT TOTAL:

		\$	1,179,980
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CURRENT AUTHORIZED BUDGET:

		\$	1,004,143
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TOTAL SUPPLEMENT REQUESTED:

		\$	175,837
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DIVISION OF COST:

	Agency 100.00%	\$	175,837
	Railroad 0.00%	\$	-

NOTE: Estimate is based on FULL CROSSING CLOSURE during work by Railroad Forces.

This estimate has been prepared based on site conditions, anticipated work duration periods, material prices, labor rates, manpower and resource availability, and other factors known as of the date prepared. The actual cost for CSXT work may differ based upon the agency's requirements, their contractor's work procedures, and/or other conditions that become apparent once construction commences or during the progress of the work

Office of Chief Engineer Public Projects--Jacksonville, Florida

Estimated prepared by: Benesch - JES

Approved by: KSW CSXT Public Project Group

DATE: 03/30/21 REVISED: 01/00/00 DATE: 04/06/21

III. D.

CONSENT AGENDA

Increase in Funding for Contract O-00320, Selmon Expressway Aesthetic Lighting to cover the cost of 15 revised structural arms to accommodate height requirements over the shoulders - \$77,356.23



6480 Harney Rd
Tampa FL 33610
Phone: (813) 759-1559

April 6, 2021

Bob Gates
Construction Manager
Atkins
1104 East Twiggs St., Ste 300
Tampa FL 33602

RE: Contract # O-00320, Selmon Expressway Aesthetic Lighting
Cost for Revised Structural Arms

Dear Mr. Gates:

Per revision II to the base bid plan dated March 29, 2021, the design of the structural arms to be installed at 15 piers has been revised. There is no additional equipment or labor cost to install these arms. The total additional cost/unit for the fabrication of the modified piers assemblies was calculated by taking the new quoted price to fabricate these modified pier arms and subtracting out the original cost to fabricate the pier arms. Please find the attached Exhibits A and B which provide this cost breakdown for the modified arm types. A copy of our original PO and the revised quote from CMW have been included as Exhibit C. I have added clarifying comments to the quote from CMW since they used the original pay items and quantities per pier from the original plan. Sales tax of 8.5% and allowable markup of 17.5% have been added to the additional cost only.

Exhibit A and B also show how the per unit price was arrived at for new pay items added by this revision. The per unit price is the original contract unit price plus the added material cost. No additional cost for labor or equipment has been added. Some of the factors contributing to this additional fabrication cost include the following:

- Purchase of additional steel tubing. This cost is significant as steel prices have increased and unprecedented 150% since August of 2020.
- Significant increase in shipping cost. The original design for the arms at the piers enabled the arms to be stacked for transport of up to 10 piers at a time on a single flatbed trailer. The revised design with two levels cannot be stacked for transport substantially increasing the number of trips and cost to transport the arms from the fabricator to the galvanizer, then to the painter, then to the job site.
- Additional cost for galvanizing and painting per pier.
- Additional cost for shop drawings

Finally, the engineers cabling plan for these revised arms has been reviewed and the total revised quantity of 5' OLS link cables required for these new arms remains 30 EA as previously determined. Back up for this revised OLS cable quantity was provided to the CEI via email on April 1, 2021.



**Highway
Safety
Devices**

6480 Harney Rd
Tampa FL 33610
Phone: (813) 759-1559

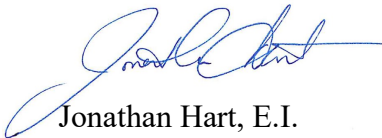
Total Cost of Revision to Luminaire Bracket Arms

Pay Item	Description	QTY	UNIT	\$/UNIT	TOTAL
715-5-41A	Outdoor Link System (OLSL5)	30	EA	\$120.00	\$3,600.00
715-5-41A	Luminaire Bracket Arm - Powder Coated, Type 1A, F&I	-60	EA	\$680.00	(\$40,800.00)
715-5-42	Luminaire Bracket Arm - Powder Coated, Type 2, F&I	-30	EA	\$1,230.00	(\$36,900.00)
715-5-46	Luminaire Bracket Arm - Powder Coated, Modified Pier Assembly I, F&I	11	EA	\$9,615.41	\$105,769.51
715-5-47	Luminaire Bracket Arm - Powder Coated, Modified Pier Assembly II, F&I	4	EA	\$11,421.68	\$45,686.72
				TOTAL	\$77,356.23

Written approval of this added cost is required along with approval of revised shop drawings before the fabricator will commence fabrication of these revised arms. Total lead time is estimated at 60 calendar days after release.

Please contact me at your earliest convenience if any additional information is required.

Sincerely,



Jonathan Hart, E.I.
Project Manager

EXHIBIT A

Financial Project No: O-00320
 Bid Item : 715-5-46
 HSD # : 1839
 Quantity 1
 Unit Of Measure: EA

4/6/2021

Description: Luminaire Bracket Arm - Powder Coated, Modified Pier Assembly I, F&I

ORIGINAL CONTRACT UNIT PRICE FOR PIER STRUCTURAL ARMS					ROW
PAY ITEM	DESCRIPTION	QTY/PIER		\$/UNIT	
715-5-41A	LUMINAIRE BRACKET ARM - TYPE 1A, F&I	4	EA	\$680.00	\$2,720.00
715-5-42	LUMINAIRE BRACKET ARM - TYPE 2, F&I	2	EA	\$1,230.00	\$2,460.00
				Total	\$5,180.00
ORIGINAL MATERIAL COST PER PIER FOR STRUCTURAL ARMS (SEE ATTACHED PURCHASE ORDER)					
PAY ITEM	DESCRIPTION	QTY/PIER		\$/UNIT	
715-5-41A	LUMINAIRE BRACKET ARM - TYPE 1A	4	EA	\$262.34	\$1,049.34
715-5-42	LUMINAIRE BRACKET ARM - TYPE 2	2	EA	\$632.60	\$1,265.20
				Total	\$2,314.55
ADDED MATERIAL COST/PIER FOR STRUCTURAL ARMS - MODIFIED PIER ASSY I					
ORIGINAL MATERIAL COST PER PIER FOR STRUCTURAL ARMS, TOTAL ROW 9					
		1	EA	\$2,314.55	\$2,314.55
REVISED MATERIAL COST/PIER (SEE ATTACHED CMW QUOTE)					
		1	EA	\$5,826.00	\$5,826.00
				Sub-Total	\$3,511.45
				Sales Tax 7.5%	\$263.36
				Allowable Mark Up 17.5%	\$660.59
				Total Added Material Cost	\$4,435.41
UNIT PRICE FOR NEW PAY ITEM 715-5-46, 1 EA/PIER					
ORIGINAL CONTRACT UNIT PRICE FOR PIER STRUCTURAL ARMS, TOTAL ROW 4					
		1	EA	\$5,180.00	\$5,180.00
ADDED MATERIAL COST PER PIER FOR PIER ASSY I, TOTAL ROW 17					
		1	EA	\$4,435.41	\$4,435.41
				Total Unit Price	\$9,615.41

EXHIBIT B

Financial Project No: O-00320
Bid Item : 715-5-47
HSD # : 1839
Quantity 1
Unit Of Measure: EA

4/6/2021

Description: Luminaire Bracket Arm - Powder Coated, Modified Pier Assembly II, F&I

ORIGINAL CONTRACT UNIT PRICE FOR PIER STRUCTURAL ARMS					ROW
PAY ITEM	DESCRIPTION	QTY/PIER		\$/UNIT	
715-5-41A	LUMINAIRE BRACKET ARM - TYPE 1A, F&I	4	EA	\$680.00	2
715-5-42	LUMINAIRE BRACKET ARM - TYPE 2, F&I	2	EA	\$1,230.00	3
				Total	\$5,180.00
ORIGINAL MATERIAL COST PER PIER FOR STRUCTURAL ARMS (SEE ATTACHED PURCHASE ORDER)					
PAY ITEM	DESCRIPTION	QTY/PIER		\$/UNIT	
715-5-41A	LUMINAIRE BRACKET ARM - TYPE 1A	4	EA	\$262.34	7
715-5-42	LUMINAIRE BRACKET ARM - TYPE 2	2	EA	\$632.60	8
				Total	\$2,314.54
ADDED MATERIAL COST/PIER FOR STRUCTURAL ARMS - MODIFIED PIER ASSY II					
ORIGINAL MATERIAL COST PER PIER FOR STRUCTURAL ARMS, TOTAL ROW 9		1	EA	\$2,314.54	12
REVISED MATERIAL COST/PIER (SEE ATTACHED CMW QUOTE)		1	EA	\$7,256.00	13
				Sub-Total	\$4,941.46
				Sales Tax 7.5%	\$370.61
				Allowable Mark Up 17.5%	\$929.61
				Total Added Material Cost	\$6,241.68
UNIT PRICE FOR NEW PAY ITEM 715-5-46, 1 EA/PIER					
ORIGINAL CONTRACT UNIT PRICE FOR PIER STRUCTURAL ARMS, TOTAL ROW 4		1	EA	\$5,180.00	21
ADDED MATERIAL COST PER PIER FOR PIER ASSY I, TOTAL ROW 17		1	EA	\$6,241.68	22
				Total Unit Price	\$11,421.68



**Highway
Safety
Devices**

HIGHWAY SAFETY DEVICES, INC.

6480 HARNEY ROAD
TAMPA, FL 33610
PHONE: 813-759-1559
FAX: 813-757-0924

PURCHASE ORDER NO. 32143 - 1839

VENDOR CODE CMW

Job No : 1839
THEA REL LIGHTING PRJ

TO:

CENTRAL MAINTENANCE & WELDING
2620 E. KEYSVILLE ROAD

LITHIA, FL 33547

SHIP TO:

HIGHWAY SAFETY DEVICES
6480 HARNEY ROAD
TAMPA FL 33610
HSD JOB 1839 /HOLD ORDER

PLEASE ADD APPLICABLE SALES TAX TO INVOICE

P.O. DATE		SHIP VIA		F.O.B.		TERMS	
06/22/2020		BEST WAY		HSD TAMPA OFFICE		USUAL	
BUYER		FREIGHT		REQ. DATE		CONFIRMING TO	
LOU		FREIGHT PAID				1839	
						REMARKS	
						TAX YES	

QTY. REQ.	ITEM NO.	DESCRIPTION	UNIT COST	EXTENDED COST
628.0	715-5-41A	TYPE 1A, FABRICATED ASSY	EA	\$262.3360
4.0	715-5-41B	TYPE 1B, FABRICATED ASSY (9-2-20 qty rev)	EA	\$164,747.01
316.0	715-5-42	TYPE 2, FABRICATED ASSY (9-2-20 qty rev)	EA	\$632.6010
56.0	715-5-43	TYPE 3, FABRICATED ASSY (9-2-20 qty rev))	EA	
112.0	715-5-44	TYPE 4, FABRICATED ASSY	EA	
26.0	715-5-45	TYPE 5, FABRICATED ASSY	EA	
		ALL ABOVE LUMINAIRE BRKT ARM		
		POWDER COATED		
		* ALL ABOVE BRACKETS INCLUDE		
		SUB-ASSEMBLY *		
		* OPTIONAL * VERIFY PRIOR TO RELEASE/	EA	
		CABINET INSTALLATION BRKT-H-FRAME		
		BOLTED ASSY		
		//////////		
		1) PER YOUR ATTACHED QUOTE #Q26002 R5		
		DATED 6-17-20		
		2) PRICE INCLUDES ALL HARDWARE,		
		NEOPRENE PADS, CAPS, & GROMMETS, ECT		
		AS REQUIRED		
		3) ALSO INCLUDES; 5-GALON OF TOUCH UP		
		PAINT		
		*** CONFIRMATION ONLY P/O ***		

PAGE : 1

HSD IS AN EQUAL OPPORTUNITY EMPLOYER. The Equal Opportunity Clauses required by 41 CFR 60-4.3, 41 CFR 60-250.5, and 41 CFR 741.5 are part of this purchase order and binding upon the Seller (Subcontractor, Vendor, or Supplier) unless exempted by rules, regulation or orders of the Secretary of Labor. Executive Order 13201's regulations at 29 CFR 470 also apply.

WHITE - ORIGINAL CANARY - JOB FILE PINK - PO LOG GOLD - ACCOUNTING

By: _____



6480 HARNEY ROAD
TAMPA, FL 33610
PHONE: 813-759-1559
FAX: 813-757-0924

Job No : 1839
THEA REL LIGHTING PRJ

HIGHWAY SAFETY DEVICES
6480 HARNEY ROAD
TAMPA FL 33610
HSD JOB 1839 /HOLD ORDER

PLEASE ADD APPLICABLE SALES TAX TO INVOICE

P.O. DATE	SHIP VIA		F.O.B.		TERMS	
06/22/2020	BEST WAY		HSD TAMPA OFFICE		USUAL	
BUYER	FREIGHT	REQ. DATE	CONFIRMING TO		REMARKS	TAX
LOU	FREIGHT PAID				1839	YES

QTY. REQ.	ITEM NO.	DESCRIPTION	UNIT COST	EXTENDED COST
		<p>4) PLEASE PROVIDE SHOP DRAWINGS FOR SUBMITTAL APPROVAL ** DO NOT RELEASE ORDER UNTIL APPROVED AND RELEASED IN WRITING.</p> <p>5) SHIP TO LOCATION WILL BE JOB SITE; LOCATION TO BE PROVIDED AT TIME OF RELEASE</p> <p>6) HSD JOB 1839 * THEA SELMON EXPRESSWAY</p> <p>*** CONFIRMATION ONLY P/O ***</p>		
<p>PAGE : 2</p> <p>* - INDICATES CHANGES OR ADDITIONS TO ORIGINAL PURCHASE ORDER</p> <p>HSD IS AN EQUAL OPPORTUNITY EMPLOYER. The Equal Opportunity Clauses required by 41 CFR 60-4.3, 41 CFR 60-250.5, and 41 CFR 741.5 are part of this purchase order and binding upon the Seller (Subcontractor, Vendor, or Supplier) unless exempted by rules, regulation or orders of the Secretary of Labor. Executive Order 13201's regulations at 29 CFR 470 also apply.</p>				

WHITE - ORIGINAL CANARY - JOB FILE PINK - PO LOG GOLD - ACCOUNTING

By: _____

EXHIBIT C-2



QUOTATION

Attn:
Company:
Customer Ref #:

Jonathan Hart
Highway Safety Devices, Inc
Modified 2A/1A Det 01 & Det 02

CMW Ref #:
Date:
Phone:
Fax:
Email:

Q# 26002 2A Mods
3/31/2021
813-650-2240
813-737-1820
jgvarnum@cmw.cc

Proposal firm for 30 days There after a review for pricing and schedule shall be made.

Item		QTY	Description	Quote Type: Firm	
				Unit Price	Item Total
715-5-41A Modified	60		Existing pre-fabricated support arms with added horizontal member, additional wire access holes, end cap with tapped and threaded (plugged holes), additional grommets, hot dip galvanize, powder coated, detailed and delivered. Will be assembled and welded into 2A type base modified into either Det 01 or 02.	\$ 529.00	\$ 31,740.00
715-5-42 Mod Det 01	22		Existing and new materials re-arranged to conform to drawing (Sheet No. 52) with two tiers of light support arms, end caps threaded and plugged. Item detailed , welded, hot dipped galvanized , powder coated and delivered. Item will be assembled with above modified 1A arms.	\$ 1,855.00	\$ 40,810.00
715-5-42 Mod Det 02	8		Existing and new materials re-arranged to conform to drawing (Sheet No. 53) with two tiers of light support arms, end caps threaded and plugged. Item detailed , welded, hot dipped galvanized , powder coated and delivered. Item will be assembled with above modified 1A arms.	\$ 2,570.00	\$ 20,560.00
<p>CONVERSION TO REVISED PAY ITEMS AND QTYS IN PLAN REVISION</p> <p>715-5-46: 4 X \$529.00 + 2 X \$1855.00 = \$5826.00/EA, 11EA X \$5826.00/EA = \$64,086.00</p> <p>715-5-47: 4 X \$529.00 + 2 X \$2570.00 = \$7256.00, 4EA X \$7256.00/EA = \$29,024.00</p> <ul style="list-style-type: none"> •REF Customer supplied drawings • Materials will be ordered after the receipt of an approved PO. • Excludes detailed engineering and design • Excludes NDE • Excludes State tax • Excludes services not specified in this proposal. • Transportation costs are included • Offloading services at the destination to be provided by others. <p>Taxes No Florida State Sales or use tax included</p> <p>Delivery 10 weeks ARO/ ARAD</p> <p>Terms Net 30 days</p> <p>Freight DAP , HSD laydown yard at corner of 78th and Adamo, Tampa Florida</p> <p>CMW has improved our incoming purchase order receipt and distribution system in order to simplify the processing and ensure the timely response to all incoming customer awards. For awards of projects to CMW please use the method below.</p> <p>Email PO To: CUST_PO@CMW.CC</p> <p>Please identify your purchase order document with the CMW Quote Number.</p> <p>You may also just call me at above number if we can be of service.</p> <p>Thank you for your inquiry, Quintin Varnum</p>					
Quotation Total				\$	93,110.00
" At CMW ... Safety is our Priority and Quality is our Standard"					

CONSISTENT WITH ORIGINAL PLAN QTYS,
EACH PIER GETS 4EA OF THESE

CONSISTENT WITH ORIGINAL PLAN QTYS,
EACH PIER GETS 2EA OF THESE

CONSISTENT WITH ORIGINAL PLAN QTYS,
EACH PIER GETS 2EA OF THESE

The content of this proposal is the intellectual property of Central Maintenance and Welding, Inc. All content is intended for the sole use of the addressee and/or his/her employer and should be considered privileged and/or confidential, inasmuch, it may not be copied, distributed, or shared without the express written consent of Central Maintenance and Welding. Thank you.

III. E.
CONSENT AGENDA

Amendment to Asset Management Services Contract
No. O-00617 - \$50,869.58

**AMENDMENT NO. 1 TO AGREEMENT BETWEEN
TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY
AND
FERROVIAL SERVICES INFRASTRUCTURE , INC.
FOR
ASSET MANAGEMENT SERVICES
CONTRACT NO. O-00519**

This **AMENDMENT NO. 1 TO AGREEMENT FOR ASSET MANAGEMENT SERVICES** is made and entered into on the ____ day of _____, 2021 (the “Amendment No. 1”) amending the Agreement for Asset Management Services dated July 1, 2017 (the “Original Agreement”) by and between **TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY** (the “Authority”), and **FERROVIAL SERVICES INFRASTRUCTURE, INC.**, as successor to Broadspectrum Infrastructure, Inc. (“the Consultant”), and may each be individually referred to herein as a “Party” and collectively referred to herein as the “Parties.”

WHEREAS, the Parties entered into the Original Agreement for asset management services on the 1st day of July, 2017; and

WHEREAS, the purpose of this Amendment No. 01, is to modify the year 5 bid price of the Original Agreement for the period of July 1, 2021 through June 30, 2022; and

NOW, THEREFORE, for and in valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do agree that the Original Agreement is amended as follows:

1. The above recitals are true and correct and are incorporated herein.
2. Pursuant to Section 2.02 of the Original Agreement, if additional services are required and shall be compensated the Parties shall agree to the terms in a supplemental written agreement.
3. Additional services are required with the addition of the Selmon West Extension to the Lee Roy Selmon Expressway System.

4. As compensation for the additional services the Parties agree to increase the year five bid price by \$50,869.58 for the fiscal year of July 1, 2021 through June 30, 2022.

Except as may be modified herein, all terms and conditions of the Original Agreement remain in full force and effect. The Original Agreement and Amendment No. 1 represent the entire understanding between the Parties on the issues contained in the Agreement, either written or oral, and may be amended by written instrument signed by both parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 1 on the date first above written. By the signature of its representative below, each Party affirms that it has taken all necessary action to authorize said representative to execute this Amendment No. 1.

**TAMPA-HILLSBOROUGH COUNTY
EXPRESSWAY AUTHORITY**

By: _____

Joseph Waggoner
Executive Director

Date: _____

Authorization as to availability of funds:

Approved as to form, content and legality:

Jeff Seward, Director of Finance

Amy E. Lettelleir, General Counsel

**FERROVIAL SERVICES INFRASTRUCTURE,
INC.**

By: _____
Title: _____

Date: _____

**TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY
BLANKET PURCHASE ORDER FORM**

FINALIZED REQUISITION # 20210175

VENDOR

Ferrovia Services

New Vendor

Established Vendor

X

DATES OF SERVICE

TO

not to exceed June 30th of the current fiscal year

PROJECT NUMBER

HI-0001

PROJECT NAME

Asset Maintenance Services ~ Selmon West Extension

MAXIMUM APPROVED BILLINGS

\$

50,869

SCOPE OF WORK

To provide all routine maintenance activities associated with roadway, structures, drainage, roadside, vegetation and aesthetics, traffic, incident management and incident/event restoration on the property and facilities constructed to be maintained by THEA as part of the Selmon West Extension.

APPROVALS

THEA PROJECT MANAGER

Brian Pickard

DIRECTOR OF FINANCE

Jeff Seward

EXECUTIVE DIRECTOR

Joseph Waggoner

VENDOR PROJECT MANAGER

Vendor PM Email Address

INVOICING TERMS

Invoices are due no later than the 15th of each month, payable within 30 days of approval of submitted invoice.
All invoices must include the Finalized Purchase Requisition number. **All invoices must be sent to AP@tampa-xway.com**

THEA FINANCE DEPARTMENT - INTERNAL USE ONLY

GP VENDOR #

FUND

GL ACCOUNT #

From: [Chase, Scott](#)
To: [Brian Pickard](#); [James Drapp](#)
Cc: [Terry Opdyke](#); [Staton, Paul](#)
Subject: Selmon/Gandy West Ext. Maintenance cost proposal #2
Date: Thursday, November 5, 2020 9:12:07 AM
Attachments: [THEA Extension for Submittal Rev 04-Nov-20.pdf](#)

Brian attached is the second proposed maintenance cost for the Selmon/Gandy West Extension. We made several adjustments and can break it down monthly April, May, June and then six months July/December.

Year 1 July 2021 \$50,869.58

EXTENSIONS

Year 2 July 2022 \$51,988.71

Year 3 July 2023 \$53,184.45

If you have any questions please let me know .

Thanks...

Scott Chase
Project Manager
THEA Project
Office 813 250 3616 |Fax 813-250 3611
I-Phone 813 299 2459
Scott.Chase@ferrovialservices.com
210 S. Brevard Ave., Tampa, FL 33606 USA

www.ferrovialservices.com

ferrovial
services

Activity	Activity Number	UOM	Annual Quantity	Annual Cycles	Unit Price July 2021	Annual Amount
341 Incident Management	341	HR	91.08	1	\$ 47.22	\$ 4,301.25
451 Clean Drainage Structures	451	LF	50.83	1	\$ 158.04	\$ 8,033.28
456 Rep/Repl Storm Dr Side Dr	456	LF	1.58	1	\$ -	\$ -
526 Guardrail Repair	526	LF	228.09	1	\$ 11.83	\$ 2,698.77
825 Bridge Superstructure Maintenance & Repair	825	HR	12.25	1	\$ 30.49	\$ 373.31
845 Bridge Substructure Maintenance & Repair	845	HR	28.69	1	\$ 39.04	\$ 1,119.94
520 Signs (Ground signs 30 sf or less)	520	EA	14.31	1	\$ 26.05	\$ 372.75
521 Signs (Ground signs over 30 sf)	521	EA	4.54	1	\$ 130.25	\$ 591.39
532 Pavement Striping (Large Machine)	532	LM	-	1	\$ 1,875.60	\$ -
534 Pavement Symbols	534	SF	-	1	\$ 2.61	\$ -
537 Raised Pavement Markers	537	EA	242.60	1	\$ 3.91	\$ 947.96
541 Roadside Litter	541	AC	410.39	1	\$ 17.71	\$ 7,269.63
542 Road Sweeping (Manual)	542	CM	0.00	1	\$ -	\$ -
543 Road Sweeping (Mech.)	543	CM	10.00	26	\$ 41.69	\$ 10,838.16
545 Edging & Sweeping	545	CM	2.93	1	\$ -	\$ -
787 Highway Lighting Maintenance	787	EA	52.20	1	\$ 274.39	\$ 14,323.15

Subtotal without lighting \$ 36,546.43

Subtotal with lighting \$ 50,869.58

Total with lighting	\$ 50,869.58
----------------------------	---------------------

Discussion/Action Items

Planning Committee

IV. A.1.

FDOT/Local Agency Future Projects Concept Planning

Purpose: As part of THEA's Mobility Options and Aesthetic Improvements initiatives, THEA has established a tradition of working with local Homeowner Associations, Agencies, and Interest Groups to collaborate and determine how the Selmon Expressway can enhance and bring together neighborhoods. This project will work with adjacent property owners, Homeowners Associations, and Agencies to determine how future THEA projects can fit and/or enhance local areas. The potential locations for this project are limited to within ½ mile on either side of the Lee Roy Selmon Expressway and any property THEA controls. Typical scope activities include land use planning, conceptual design, public outreach, platting, and site plan preparation for development of THEA-owned parcels. The initial task work order requests will be for the following areas:

- A. Bay to Bay and Palma Ceia – The THEA properties beneath and adjacent to the Selmon Expressway overpass at Bay to Bay and Macdill serve as a potential gateway between communities. There is opportunity to work with the neighborhood associations, in coordination with the City's ongoing development of the Palma Ceia Neighborhood Commercial District Plan, to improve these areas.

Funding: Not to exceed \$200,000 from Capital Budget
(Work Program: HI-0089-P-96)

Action: Request Board approval for THEA staff to execute a task order with HDR in the amount not to exceed \$ 125,000 for the FDOT/Local Agency Future Projects Concept Planning support. Final Task order is subject to review and approval of THEA General Counsel.

Tampa-Hillsborough Expressway Authority (THEA)
Misc. Planning & Traffic Services P-00819-HDR
Task Work Order #3 – West Bay to Bay Boulevard Conceptual Public Space Improvements
Scope of Services

The HDR team will develop a conceptual public space improvement plan to assist THEA with the planning and design of THEA-owned property located adjacent to and below the Selmon Expressway in the area near West Bay to Bay Boulevard and MacDill Avenue. This area of THEA-owned property is considered the study area for this scope of services.

- **Task 1. Project Management.** The consultant will conduct monthly coordination calls with THEA and manage project tasking, budget, and schedule.
- **Task 2. Outreach Strategy.** The consultant will work with THEA staff to identify appropriate stakeholder entities and develop an engagement strategy to gather community and business-owner input on area amenity needs, desirable features, and ultimate built condition.
- **Task 3. Existing Conditions & Constraints.** The consultant will visit the project site and complete an assessment of existing conditions within the study area, to include a series of diagrams and a slide presentation documenting existing conditions and summarizing findings from both preliminary coordination and the site visit. The consultant will:
 - Investigate and prepare a project area context diagram depicting surrounding land use, ownership, utilities, apparent stakeholder entities and adjoining properties, etc., informed by the Palma Ceia Neighborhood Commercial District Plan. Prepare project area diagrams documenting existing use patterns, points of access, site conditions and characteristics. Assumes that a survey is readily available for THEA-owned property.
 - Coordinate with THEA staff to document current plans and proposals for drainage and roadway reconfigurations and other proposed transportation and infrastructure improvements within the project's immediate area, including the preferred alternative of the South Selmon PD&E Study.
- **Task 4. Preliminary Sketch Plans and Precedents.** Based on the results of the existing conditions assessment and consultation with THEA staff, the consultant will prepare a case study analysis and up to 3 conceptual plans and diagrams showing alternatives for potential public space improvements within the study area, for discussion and internal review with THEA. The sketches, diagrams and precedent imagery will illustrate concepts that establish viable activation of THEA-owned sites.
- **Task 5. Preferred Concept Plan.** Based on coordination with THEA and stakeholders as appropriate, the consultant will prepare a finalized public space improvement plan and up to two (2) 3-dimensional renderings detailing site use, features, and layout, to approximate final built conditions. The renderings will illustrate the final built condition of the preferred concept. These views will be developed to a level of detail appropriate to build public and stakeholder understanding and consensus regarding the preferred form and character of the proposed site improvements.

- **Task 6. Stakeholder, City, and Neighborhood Meetings.** Enacting the process outlined in Task 2, the consultant will work with THEA to engage stakeholders in review of preliminary public space improvement design concepts, as determined by THEA, and solicit feedback. No direct communication with stakeholders, including owners of abutting and surrounding property, will occur without THEA staff approval and involvement. The consultant will help lead, prepare for, and participate in the following outreach meetings:
 - Eight (8) one-on-one or small group meetings with stakeholders or adjacent property owners to discuss preliminary concepts and gather ideas.
 - Two (2) meetings with City of Tampa staff to discuss the preferred concept and gather input for refinements.
 - One (1) neighborhood public meeting to review the preferred concept and gather input for refinements
- **Task 7. Phasing Plan for Preferred Concept.** In coordination with THEA and using research on base conditions, constraints, and proposed improvements to the Selmon Expressway gathered in Task 3, the consultant will evaluate the timing and phasing of implementing the preferred concept including developing potential sequencing for staging, public and construction access, and MOT for both below-viaduct and Expressway improvements. The consultant will coordinate with THEA staff to understand the timing of proposed improvements to the Selmon Expressway to inform a phasing approach and drainage design.
- **Task 8. Conceptual Plan Set.** Based on THEA direction, the consultant will develop a schematic design plan set representing the preferred alternative for public space improvements in the study area, to a schematic level of detail:
 - Plans, sections, and diagrams detailing site features, layout, and materials.
 - Dimensions and rough quantities for cost estimation and design-build scoping efforts.
 - Selection of furnishings and products (vendor/model/size/color) as applicable.

Deliverables associated with these tasks include, but are not limited to:

- Meeting notes and summaries;
- Various correspondence for communications with agencies, stakeholders and others as needed;
- Diagrams and slide presentation documenting existing conditions and summarizing findings;
- Refined Concept Plan & Renderings;
- Documentation of Stakeholder/City/Public outreach;
- Phasing Plan; and
- Conceptual Plan Set.

The schedule and associated fee to complete this scope assumes seven months to complete all tasks.

Optional Services

Design, engineering, and technical services beyond those listed in this scope above may be provided as additional services or future phases of work, including but not limited to:

- **Additional Survey Data.** Obtain survey data beyond existing to clarify existing conditions such as underground utility locations and infrastructure, and recent improvements, if present.

15 April 2021

- **Design Development/Construction Documentation.** Furthering the Conceptual Plan Set into a Design Development Set (approx. 50% CD's), or full Construction Documents (100%).

Master Summary - Estimate of Work Effort & Fee Proposal

Client: THEA
 Contract No.: P-00189-HDR
 TWO Name: TWO #3 - West Bay to Bay Boulevard Conceptual Public Space Improvements

Consultant: HDR
 Date Prepared: 15-Apr-21

Work Element / Activity	Project Manager		Chief Planner		Communications Specialist		Secretary/ Clerical		Senior Planner		Landscape Architect		Senior Project Engineer		Planner		Engineering Intern		Graphic Artist		Total Staff Hours By Activity	Salary Cost By Activity
	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate	Staff Hours	Hourly Rate		
Task 1. Project Management	25	\$ 167.17		\$ 267.69		\$ 102.61	18	\$ 81.42		\$ 165.32	7	\$ 179.64		\$ 176.53		\$ 144.85		\$ 34.57		\$ 34.46	50	\$6,902.29
Task 2. Outreach Strategy	6	\$ 167.17		\$ 267.69		\$ 102.61		\$ 81.42		\$ 165.32	6	\$ 179.64		\$ 176.53		\$ 144.85		\$ 34.57		\$ 34.46	12	\$2,080.86
Task 3: Existing Conditions & Constraints	14	\$ 167.17		\$ 267.69	8	\$ 102.61		\$ 81.42	16	\$ 165.32	34	\$ 179.64	8	\$ 176.53	20	\$ 144.85	8	\$ 34.57		\$ 34.46	108	\$16,499.94
Task 4: Preliminary Sketch Plans & Precedents	8	\$ 167.17	6	\$ 267.69	16	\$ 102.61		\$ 81.42	32	\$ 165.32	26	\$ 179.64	4	\$ 176.53	48	\$ 144.85		\$ 34.57		\$ 34.46	140	\$22,205.06
Task 5: Preferred Concept Plan	10	\$ 167.17	6	\$ 267.69	16	\$ 102.61		\$ 81.42	24	\$ 165.32	34	\$ 179.64	8	\$ 176.53	48	\$ 144.85		\$ 34.57	80	\$ 34.46	226	\$26,116.88
Task 6. Stakeholder, City & Neighborhood Meetings	28	\$ 167.17	16	\$ 267.69	24	\$ 102.61		\$ 81.42	12	\$ 165.32	28	\$ 179.64		\$ 176.53		\$ 144.85		\$ 34.57		\$ 34.46	108	\$18,440.20
Task 7. Phasing Plan for Preferred Concept	4	\$ 167.17		\$ 267.69	8	\$ 102.61		\$ 81.42	12	\$ 165.32	24	\$ 179.64	20	\$ 176.53	24	\$ 144.85		\$ 34.57		\$ 34.46	92	\$14,791.76
Task 8. Conceptual Plan Set	2	\$ 167.17		\$ 267.69		\$ 102.61		\$ 81.42		\$ 165.32	40	\$ 179.64	24	\$ 176.53	40	\$ 144.85		\$ 34.57		\$ 34.46	106	\$17,550.66
Totals	97	\$167.17	28	\$267.69	72	\$102.61	18	\$81.42	96	\$165.32	199	\$179.64	64	\$176.53	180	\$144.85	8	\$ 34.57	80	\$ 34.46	842	\$124,587.65
HDR - TOTAL MAXIMUM LIMITING FEE																						\$124,587.65

* THESE AMOUNTS SHOULD BE EQUAL(+/- \$0.05)

Master Summary - Estimate of Work Effort & Fee Proposal

Contract No.: THEA

TWO Name TWO #3 - West Bay to Bay Boulevard Conceptual Public Space Improvements

Consultant: HDR

Date Prepared: April 15, 2021

Work Element / Activity	Project Manager	Chief Planner	Communications Specialist	Secretary/Clerical	Senior Planner	Landscape Architect	Senior Project Engineer	Planner	Engineering Intern	Graphic Artist	Total Staff Hours By Activity
	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	Staff Hours	
Task 1. Project Management	25			18		7					50
Ongoing Project Management (start up, 7 mo. Schedule)	18			18							36
Monthly coordination calls (1 hrs per mo.)	7					7					14
Task 2. Outreach Strategy	6					6					12
Coordination meetings with THEA staff (2 mtgs; 2 staff @ 1 hr each)	2					2					4
Prepare Outreach Strategy Memo	4					4					8
Task 3: Existing Conditions & Constraints	14		8		16	34	8	20	8		108
Site visit	4					8					12
Proposed improvement coordination & plans review	8					8	8	8	8		40
Existing conditions/constraints site diagrams and presentation			8		16	16		12			52
Meeting with THEA (to discuss concepts to develop)	2					2					4
Task 4: Preliminary Sketch Plans & Precedents	8	6	16		32	26	4	48			140
Develop prelim sketch plans (up to 3 concepts) and precedent presentation	6	6	16		32	24	4	48			136
Meeting with THEA (to select preferred concept to develop/refine)	2					2					4
Task 5: Preferred Concept Plan	10	6	16		24	34	8	48		80	226
Update and further develop preferred alternative sketch plans & presentation	4	4	16		24	24	8	32			112
Develop 3d renderings of preferred alternative (2 renderings/views)	4	2				8		16		80	110
Meeting with THEA (to review preferred alt concept)	2					2					4
Task 6. Stakeholder, City & Neighborhood Meetings	28	16	24		12	28					108
Stakeholder/property owner one-on-one meetings (8 mtgs; 2 staff @ 2 hrs each) - during Task 4	16	8				16					40
City staff meetings (2 mtgs; 2 staff @ 2 hrs each) - after Task 5	4	4				4					12
Develop outreach materials/presentation for public meeting	4		16		12	4					36
Neighborhood public meeting (1 mtg; 4 staff @ 4 hrs each) & meeting summary/notes - after Task 5	4	4	8			4					20
Task 7. Phasing Plan for Preferred Concept	4		8		12	24	20	24			92
Meeting with THEA staff (to review phasing & other project timing/construction plans)	2	2				2	2				8
Develop phasing plan, diagrams & presentation	4		8		12	24	20	24			92
Meeting with THEA (to review phasing plan)	2	2				2	2				8
Task 8. Conceptual Plan Set	2					40	24	40			106
Develop Schematic Design plan set	2					40	24	40			106
Totals	97	28	72	18	96	199	64	180	8	80	842

Discussion/Action Items

Audit & Finance

IV. B.2.

Revenue Sufficiency Resolution

Purpose: Pursuant to Section 5.07(E) of the THEA's Master Bond Resolution THEA is obligated to review the financial condition of the Expressway System and the Bonds in order to estimate whether the Net System Revenues for the following year will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B) of the Master Bond Resolution. THEA has received a Revenue Sufficiency Certificate prepared by its Traffic Engineer (Stantec) who has determined that Net System Revenues will be sufficient to comply with the provision stated above for the Fiscal Year ending June 30, 2022.

Funding: There is no required funding for this item.

Action: Request Board approval of Resolution No. 665 making a positive determination regarding the sufficiency of Net System Revenues pursuant to its Master Bond Resolution.

:



Stantec Consulting Services Inc.
475 5th Avenue, 12th Floor
New York, NY 10017

March 31, 2021

Attention: Jeff Seward
Director of Finance
Tampa-Hillsborough Expressway Authority
1104 E. Twiggs Street
Tampa, FL 33602

Dear Mr. Seward,

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

Pursuant to Section 5.07 of the Master Bond Resolution (the “Master Resolution”) for the Tampa-Hillsborough Expressway Authority (THEA), the Traffic Engineer is required to certify that Pledged Funds Estimated for the following year will be sufficient to comply with estimated payments as required by the terms of the Master Resolution. The tests to be conducted per the toll covenants in the Master Resolution are summarized in **Table 1**.

Table 1: Toll Revenue Sufficiency Tests Defined by Toll Covenants in the Master Resolution

Sufficiency Test			Toll Coverage Ratio Requirements	Source
Test ID	Name	Description		
Test (i)	Net System Revenue	Net System Revenues / Debt Service	1.30	Section 5.07(B)(i)
Test (ii)	System Gross Revenue	Gross Toll Revenue / Multiple Costs	1.00	Section 5.07(B)(ii)

Net System Revenues = Gross Revenue minus Operations, Maintenance and Administrative (OM&A) Costs

Multiple Costs include the following

OM&A

Required deposits to OM&A Reserve Account

Required deposits to Debt Service Account in Sinking Fund

Required deposits to Debt Service Reserve Account in Sinking Fund

Required deposits to the Renewal and Replacement Fund

Required deposits to the System Project Fund

In the summer of 2020 Stantec conducted an investment grade traffic and toll revenue study (2020 IG T&R Study) to support the Series 2020A and 2020B bond sales and included in the official statement dated

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

August 27, 2020. For that bond sale Stantec developed three scenarios of potential T&R as a function of the uncertain recovery from the COVID-19 pandemic (the Pandemic). For financing and budgeting purposes, THEA selected the mid-duration scenario. Thus far for fiscal year 2021 (FY2021) which runs from July 2020 to June 2021, this mid duration forecast has performed very well when compared to actual revenue results. As can be seen in Table 2 actual revenue is 3 percent above forecast through March 2021. While January and February were slightly underperforming, March 2021 showed strong growth as recovery in the Tampa region quickens.

Table 2: Selmon Expressway Toll Revenue Forecast Performance FY2021 (\$000s)

Month	Stantec Forecast	Actual	Difference	% Difference
July	\$5,448	\$6,350	\$902	16.6%
August	\$6,328	\$6,506	\$178	2.8%
September	\$5,977	\$6,616	\$639	10.7%
October	\$6,838	\$7,144	\$306	4.5%
November	\$6,670	\$6,620	-\$50	-0.7%
December	\$6,967	\$6,981	\$15	0.2%
January	\$7,556	\$7,395	-\$161	-2.1%
February	\$7,327	\$6,926	-\$401	-5.5%
March	\$8,028	\$8,411	\$383	4.8%
April	\$7,805			
May	\$7,873			
June	\$7,292			
Total	\$84,109			
FYTD	\$61,139	\$62,949	\$1,810	3.0%

Based the extent of analysis conducted to support the bond sale and the performance of the forecast, the continued adoption of the 2020 IG T&R Study forecast for conduct of the toll indexing tests appears reasonable.

The forecast developed from the 2020 IG T&R Study assumed the standard toll indexing to occur throughout the forecast which includes an annual increase of SunPass toll rates by 2.5 percent and application of the standard toll-by-plate (TBP) surcharge by vehicle class. This and other assumptions of the T&R analysis are contained within the 2020 IG T&R Study including all transportation improvements from the various work programs.

The Net System Revenue Test identified as test (i) in Section 5.07 (B) of the Master Resolution is presented in Table 3. Based on the Stantec estimates and the information provided, the Net System Revenues are estimated to meet the required coverage level in FY2022.

March 31, 2021

Jeff Seward

Page 3 of 6

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

Table 3: Test (i): Net System Revenue (\$000s)

Test (i): Net System Revenue (\$000s)									
Fiscal Year	System Gross Toll Revenues	Other Income	System Gross Revenues	Operating Costs	Net System Revenues	Annual Debt Service	Toll Coverage Ratio	Toll Coverage Requireme	Pass
2021	\$84,109	\$2,690	\$86,799	\$19,431	\$67,368	\$34,158	1.97		
2022	\$99,138	\$857	\$99,995	\$20,198	\$79,798	\$38,476	2.07	1.3	Yes

Gross Toll Revenue: Stantec 2020 IG T&R Study Mid Duration Estimate

Other Income: from THEA estimates including earnings on Investments (OM&A, R&R & GR Fund Earnings) and Misc. Income

Operating Costs: operations, maintenance and administrative expenses from THEA

Annual Debt Service: All outstanding Debt Service per 2020 Official Statement

Toll Coverage Ratio: Net System Revenues / Annual Debt Service

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

The System Gross Revenue Test identified as test (ii) in Section 5.07 (B) of the Master Resolution is presented in Table 4. Based on the Stantec estimates and the information provided, the System Gross Revenue or pledged revenue is estimated to meet the required coverages in FY2022. The Costs, Deposits, and Other Payments provided by THEA as defined in the Master Resolution included no estimated required deposits for the following: OM&A Reserve Account, Debt Service Reserve Account in Sinking Fund, Renewal and Replacement Fund for the Renewal and Replacement Reserve Requirement. This results in the only costs within this test to be OM&A and deposits to Debt Service Account in Sinking Fund, the Renewal and Replacement Fund and the System Project Fund.

Table 4: Test (ii): System Gross Revenues (\$000s)

Test (ii): System Gross Revenue (\$000s)							
Fiscal Year	Pledged Revenue			Costs, Deposits & Other Payments	Toll Coverage Ratio	Toll Coverage Requirement	Pass
	Gross Toll Revenues	Other Income	System Gross Revenues				
2021	\$84,109	\$2,690	\$86,799	\$63,409	1.37		
2022	\$99,138	\$857	\$99,995	\$66,930	1.49	1.0	Yes

Gross Toll Revenue: Stantec 2020 IG T&R Study Mid Duration Estimate

Other Income: from THEA estimates including earnings on Investments (OM&A, R&R & GR Fund Earnings) and Misc. Income

Costs, Deposits and Other Payments: from THEA estimates including those items below

OM&A

Required deposits to OM&A Reserve Account

Required deposits to Debt Service Account in Sinking Fund

Required deposits to Debt Service Reserve Account in Sinking Fund

Required deposits to the Renewal and Replacement Fund

Required deposits to the System Project Fund

Toll Coverage Ratio: System Gross Revenues / Costs, Deposits & Payments

The limits and disclaimers for these forecasts are presented after the signature.

Regards,

Stantec Consulting Services Inc.



Rick Gobeille
Senior Principal

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

Limits and Disclaimers

It is Stantec's opinion that the traffic and toll revenue estimates provided herein represent reasonable and achievable levels of traffic and toll revenues that can be expected to accrue on the Selmon Expressway over the forecast period and that they have been prepared in accordance with accepted industry-wide practice. However, as should be expected with any forecast, and given the uncertainties within the current economic climate, it is important to note the following assumptions which, in our opinion, are reasonable:

- This limited synopsis presents the highlighted results of Stantec's consideration of the information available as of the date hereof and the application of our experience and professional judgment to that information. It is not a guarantee of any future events or trends. The 2020 IG T&R Study provides full detail of the assumptions, which includes gradual lifting of restrictions related to the Pandemic with no regression to the previous stricter governmental constraints.
- The traffic and toll revenue estimates will be subject to future economic and social conditions, demographic developments and regional transportation construction activities that cannot be predicted with certainty.
- The estimates contained in this document, while presented with numeric specificity, are based on a number of estimates and assumptions which, though considered reasonable to us, are inherently subject to economic and competitive uncertainties and contingencies, most of which are beyond the control of THEA and cannot be predicted with certainty. In many instances, a broad range of alternative assumptions could be considered reasonable with the availability of alternative toll schedules, and any changes in the assumptions used could result in material differences in estimated outcomes.
- The standards of operation and maintenance on all of the Selmon Expressway (as defined in the 2020 IG T&R Study) will be maintained as planned within the business rules and practices.
- The general configuration and location of the Selmon Expressway and its interchanges will remain as discussed in the 2020 IG T&R Study.
- Access to and from the Selmon Expressway will remain as discussed in the 2020 IG T&R Study.
- No other new competing highway projects are assumed to be constructed or significantly improved in the project corridor during the project period, except those identified within the 2020 IG T&R Study.
- Major highway improvements that are currently underway or fully funded will be completed as planned.
- The Selmon Expressway will be well maintained, efficiently operated, and effectively signed to encourage usage.
- No reduced growth initiatives or related controls that would significantly inhibit normal development patterns will be introduced during the forecast period.
- There will be no future serious protracted recession during the forecast period.

Reference: Toll Covenant Revenue Sufficiency Certification FY2022

- There will be no protracted fuel shortage during the forecast period.
- No local, regional, or national emergency will arise that will abnormally restrict the use of motor vehicles.

In Stantec's opinion, the assumptions underlying the study provide a reasonable basis for the analysis. However, any financial projection is subject to uncertainties. Inevitably, some assumptions used to develop the projections will not be realized, and unanticipated events and circumstances may occur.

RESOLUTION NO. 665

A RESOLUTION OF THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY (THE "AUTHORITY") MAKING A DETERMINATION REGARDING THE SUFFICIENCY OF NET SYSTEM REVENUES AND SYSTEM GROSS REVENUES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Tampa-Hillsborough County Expressway Authority (the "Authority") is an agency of the State of Florida, established in 1963 pursuant to Chapter 348, Part II, Florida Statutes (the "Act"); and

WHEREAS, the Authority has previously adopted its Amended and Restated Master Bond Resolution on November 19, 2012 (as the same may be amended and supplemented from time to time, the "Master Bond Resolution"); and

WHEREAS, capitalized terms used but not defined herein shall have the respective meanings set forth in the Master Bond Resolution; and

WHEREAS, the Authority is obligated pursuant to Section 5.07(E) of the Master Bond Resolution to review the financial condition of the Expressway System and the Bonds in order to estimate whether the Net System Revenues for the following year will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B)(i) of the Master Bond Resolution and System Gross Revenues will be sufficient to comply with the coverage requirements with respect to System Gross Revenues as specified in Section 5.07(B)(ii) of the Master Bond Resolution; and

WHEREAS, the Authority has received a Revenue Sufficiency Certificate prepared by its Traffic Engineer who has determined that Net System Revenues and System Gross Revenues will be sufficient to comply with the provisions stated above for fiscal year ending June 30, 2022;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY THAT:

SECTION 1. SUFFICIENCY DETERMINATION. Based on the Authority's review of the financial condition of the Expressway System and the Bonds and upon the estimated Net System Revenues and System Gross Revenues for the immediately succeeding Fiscal Year as set forth in the revenue sufficiency certificate, the Authority has determined that, based on the information currently available to the Authority, Net System Revenues will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B)(i) of the Master Bond Resolution and System Gross Revenues will be sufficient to comply with the coverage requirements with respect to System Gross Revenues as specified in Section 5.07(B)(ii) of the Master Bond Resolution.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

This Resolution was approved and adopted by the Tampa-Hillsborough County Expressway Authority on April 26, 2021.

**TAMPA-HILLSBOROUGH COUNTY
EXPRESSWAY AUTHORITY**

By: _____
Vincent J. Cassidy
Chairman

ATTEST:

By: _____
Daniel Alvarez
Secretary

Approved as to form and legal sufficiency for the
sole use and reliance of the Authority and its
Board:

Amy E. Lettelleir, Esquire
General Counsel

Discussion/Action Items

General Counsel

IV. C.1.

Insurance Broker Services

Purpose: To provide services and duties customarily and usually performed for insurance broker services.

Funding: Operating Budget

Actions: Requests the Board:

- a) Approve ranking and selection of Evaluation Committee for insurance broker services.

Rank	Firm	Total Score	Average Score
1	Arthur J. Gallagher Risk Management Service	288	96
2	McGriff Insurance Services	267	88
3	HUB International of Florida	255	85

- b) Authorize and direct staff to negotiate and execute a contract with the highest ranked firm. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract is subject to review and approval of THEA General Counsel.



NOTICE OF INTENDED DECISION

Date: April 14, 2021

Project: Insurance Broker Services ~ RFQ No.: L-00221

The Evaluation Review Committee met on April 13, 2021, to evaluate and score the responses submitted for the above referenced RFQ.

Florida Municipal Insurance Trust submitted a response package, however, it was deemed to be unresponsive as the response package did not provide information requested in the RFQ, therefore, it could not be evaluated.

Final ranking and scoring is as follows:

Rank	Firm	Total Score	Average Score
1	Arthur J. Gallagher Risk Management Services	288	96
2	McGriff Insurance Services	267	88
3	HUB International of Florida	255	85

Tampa-Hillsborough County Expressway Authority staff intends to recommend approval to negotiate and execute a contract with the highest ranked firm at the Authority's Board Meeting scheduled for April 26, 2021.

All notices are posted on the Authority's website (www.tampa-xway.com) and on the DemandStar system.

For questions regarding this notice, please contact the Authority's Procurement Manager, Man Le, Man.Le@tampa-xway.com .

Posting Notice April 14, 2021

V.
Staff Reports

- A. Operations & Maintenance – *Brian Pickard*
- B. Toll Operations – *Rafael Hernandez*
- C. Finance Update – *Jeff Seward*
- D. Public Affairs & Communications – *Sue Chrzan*

VI. A.

Executive Reports

Executive Director – *Joe Waggoner*

- 1. Contract Renewal & Expiration Report**
- 2. Contract Close-Out Report**
- 3. Contract Increase Report on Continuing Contracts**
- 4. Toll Index Report**
- 5. Legislative Update**

**CONTRACT RENEWAL
and
EXPIRATION REPORT
(> \$30,000)**

Report for the month of: **April 2021**

Project Manager	Firm	SBE	Description of Services	Contract Effective Date	Contract Expiration Date	Term of Contract (Years)	Bid / Renew / End
Brian Pickard	American Tracks	No	Railroad Track and Signalization Maintenance and Repair	11/1/2018	10/31/2021	3 Years + 2 additional one-year renewal option	Renew (1st year renewal ~ Nov. 2021 - Oct. 2022)

*Road assistance services to customers of the Selmon Expressway and associated feeder roads maintained by THEA.



Contract Close-Out Report

March 2021

Contractor	Deliverables	Term	Original Board Approved Contract Amount	Amended Board Approved Contract Amount	Close-Out Contract Amount	Under/ Over Contract Amount
Granite Construction	South Selmon Expressway Median Safety Improvements from Himes Avenue to Hyde Park Avenue Project	January 2019 ~ January 2021	\$15,160,000	\$16,148,284.	\$16,083,356.	Completed \$923,356 (6.1%) over original contract amount, however, completed \$64,928 (.4%) under amended contract amount

THEA Executive Director's Summary Report
for Contract Increases on
Continuing Contracts

Reporting Month: **March 2021**

Contract Number	Contractor/ Consultant Name	Contract Name	Authorized Contract Amount	Change Order Number	Additional Change Amount	Change Amount	Cumulative Contract Change Amount Above Authorized Contract Amount	Change Description
						< 5%		
P-01018	HDR Engineering	Project Development & Environment Study for the South Selmon Capacity Project	\$ 3,250,000	1	\$ 38,480	√	\$3,288,480	Additional services to provide evacuation modeling and assessment for the South Selmon Capacity Project
O-01820	Hubbard Construction	South Selmon Ramps and Miscellaneous Paving	\$ 1,578,955	1	\$ 5,878	√	\$ 1,584,833	Additional paving at the Falkenburg EB Off Ramp and the mainline approach to I-75.

Note: This report was produced in accordance with THEA Procurement Policy 501.00, Approval Thresholds.



April 13, 2021

Mr. Joseph Waggoner
Executive Director
Tampa-Hillsborough Expressway Authority
1104 E. Twiggs Street, Suite 300
Tampa, FL 33602



300 S. Orange Avenue
Suite 1170
Orlando, FL 32801
407.648.2208

pfm.com

Dear Mr. Waggoner,

In accordance with the Tampa-Hillsborough Expressway Authority (THEA) Toll Rate Policy and Standard Procedure 300.08(01), PFM Financial Advisors LLC, as Financial Advisor to THEA, concurs with the certifications contained in the THEA Toll Index Report FY2022 prepared by Stantec (dated March 31, 2021). The indexed toll revenue forecast and subsequent toll rate modifications will enable THEA to adequately cover projected operating costs, deposits to certain reserves, debt service costs and the 5-year capital program and comply with our understanding of THEA's Toll Policy.

PFM Financial Advisors LLC

D. Brent Wilder
Managing Director



Stantec Consulting Services Inc.
475 5th Avenue, 12th Floor
New York, NY 10017

March 31, 2021

Attention: Robert Frey
Planning Director
Tampa-Hillsborough Expressway Authority
1104 E. Twiggs Street
Tampa, FL 33602

Dear Mr. Frey,

Reference: Toll Index Report FY2022

Pursuant to the Toll Rate Policy (p-300.08) and the Standard Procedure 300.08 (01) Toll Index Report adopted by the Tampa-Hillsborough Expressway Authority (THEA) in November 2012, Stantec Consulting Services Inc. (Stantec) presents this Toll Index Report. The policy requires certification from Stantec, THEA's traffic and revenue advisor, that estimated revenues will be sufficient to cover debt service, operating costs, and capital costs.

Based on the operating and capital costs provided by THEA and debt service coverage calculations provided by their Financial Advisor, Stantec certifies that gross toll revenue based on the current toll indexing policy will meet debt service coverage, operating costs, and capital costs for FY2022 through FY2026 as defined by the Standard Procedure.

The remainder of this report outlines the development and assumptions of the toll revenue forecast that supports the certification.

In the summer of 2020 Stantec conducted an investment grade traffic and toll revenue study (2020 IG T&R Study) to support the Series 2020A and 2020B bond sales and included in the official statement dated August 27, 2020. For that bond sale, Stantec developed three scenarios of potential T&R as a function of the uncertain recovery from the COVID-19 pandemic (the Pandemic). For financing and budgeting purposes, THEA selected the mid-duration scenario. Thus far for fiscal year 2021 (FY2021) which runs from July 2020 to June 2021, this mid duration forecast has performed very well when compared to actual revenue results. As can be seen in Table 1, actual revenue for FY2021 is 3 percent above forecast through March 2021. While January and February were slightly underperforming, March 2021 showed strong growth as recovery in the Tampa region quickens.

Reference: Toll Index Report FY2022

Table 1: Selmon Expressway Toll Revenue Forecast Performance FY2021 (\$000s)

Month	Stantec Forecast	Actual	Difference	% Difference
July	\$5,448	\$6,350	\$902	16.6%
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December	\$6,967	\$6,981	\$15	0.2%
January	\$7,556	\$7,395	-\$161	-2.1%
February	\$7,327	\$6,926	-\$401	-5.5%
March	\$8,028	\$8,411	\$383	4.8%
April	\$7,805			
May	\$7,873			
June	\$7,292			
Total	\$84,109			
FYTD	\$61,139	\$62,949	\$1,810	3.0%

Based on the extent of analysis conducted to support the bond sale and the performance of the forecast, the continued adoption of the 2020 IG T&R Study forecast for conduct of the toll indexing tests appears reasonable.

The forecast developed from the 2020 IG T&R Study assumed the standard toll indexing to occur throughout the forecast which includes an annual increase of SunPass toll rates by 2.5 percent and application of the standard toll-by-plate (TBP) surcharge by vehicle class. This and other assumptions of the T&R analysis are contained within the 2020 IG T&R Study including all transportation improvements from the various work programs.

Reference: Toll Index Report FY2022

Toll Rates

The toll rates assumed in the analysis are shown in Table 2. As stated previously, the SunPass toll rates for FY2022 will increase at 2.5 percent and the TBP surcharge (the difference between TBP and SunPass) will remain constant at \$0.36 for 2 axle vehicles. Note that the SunPass truck tolls are a proportionally higher as a function of the number of axles, using an N-1 multiplier, where N is equal to the number of axles. For instance, 3 axle vehicles are two times passenger car toll rates ($3-1=2$), 4 axle vehicles are three times passenger car toll rates, and so forth. For FY2023 to FY2026 a similar escalation is assumed.

Table 2: THEA System FY2022 Toll Rates by Plaza, Vehicle Class, and Payment Class

Toll Plaza	2-axle	3-axle	4-axle	5-axle
SunPass				
East Mainline/REL	\$1.93	\$3.86	\$5.79	\$7.72
West Mainline	\$1.28	\$2.56	\$3.84	\$5.12
Selmon Extension	\$0.95	\$1.90	\$2.85	\$3.80
50th Street	\$0.95	\$1.90	\$2.85	\$3.80
22nd Street	\$0.65	\$1.30	\$1.95	\$2.60
Plant Avenue	\$0.65	\$1.30	\$1.95	\$2.60
Willow Street	\$0.95	\$1.90	\$2.85	\$3.80
Toll-By-Plate				
East Mainline/REL	\$2.29	\$4.58	\$6.87	\$9.16
West Mainline	\$1.64	\$3.28	\$4.92	\$6.56
Selmon Extension	\$1.31	\$2.62	\$3.93	\$5.24
50th Street	\$1.31	\$2.62	\$3.93	\$5.24
22nd Street	\$1.01	\$2.02	\$3.03	\$4.04
Plant Avenue	\$1.01	\$2.02	\$3.03	\$4.04
Willow Street	\$1.31	\$2.62	\$3.93	\$5.24

Reference: Toll Index Report FY2022

THEA's toll policy allows for annual increases above 2.5 percent if the regional Consumer Price Index (CPI) exceeds that floor of 2.5 percent. The CPI for the Tampa-St. Petersburg-Clearwater, FL region as defined by the Bureau of Labor Statistics and the growth of the CPI is provided in Table 3. While the most recent annual growth of CPI is at 2.5 percent or lower as noted by the final column, the recent trends of CPI growth show some potential for CPI growth to be above the floor of 2.5 percent in the future.

Table 3: Tampa Region CPI and Annual Growth

Calendar Year	Jan	Mar	May	Jul	Sep	Nov	Annual
2018	221.8	223.2	224.0	224.6	225.9	225.2	224.3
2019	222.8	226.9	229.0	229.3	229.2	229.7	228.1
2020	231.3	231.6	231.0	233.4	236.8	237.0	233.8
2021	239.1						
Year over Year Growth Rates							
2019	0.4%	1.7%	2.2%	2.1%	1.5%	2.0%	1.7%
2020	3.8%	2.1%	0.9%	1.8%	3.3%	3.2%	2.5%
2021	3.4%						

System Gross Revenues

The gross toll revenues, other income and system gross revenues for FY2021 through FY 2022 that support the certification are presented in Table 4. Gross toll revenues are the mid-duration scenario from the 2020 IG T&R Study, other income is provided by THEA which includes earnings on investments (OM&A, R&R & GR Fund Earnings) and miscellaneous income.

Table 4: THEA System Gross Revenue Estimates (\$000s)

Fiscal Year	Gross Toll Revenues	Other Income	System Gross Revenues
2021	\$84,109	\$2,690	\$86,799
2022	\$99,138	\$952	\$100,090
2023	\$106,475	\$938	\$107,413
2024	\$112,311	\$837	\$113,148
2025	\$118,210	\$678	\$118,888
2026	\$122,843	\$693	\$123,536

The limits and disclaimers for these forecasts are presented after the signature.

Reference: Toll Index Report FY2022

Regards,

Stantec Consulting Services Inc.



Rick Gobeille, Senior Principal

Limits and Disclaimers

It is Stantec's opinion that the traffic and toll revenue estimates provided herein represent reasonable and achievable levels of traffic and toll revenues that can be expected to accrue on the Selmon Expressway over the forecast period and that they have been prepared in accordance with accepted industry-wide practice. However, as should be expected with any forecast, and given the uncertainties within the current economic climate, it is important to note the following assumptions which, in our opinion, are reasonable:

- This limited synopsis presents the highlighted results of Stantec's consideration of the information available as of the date hereof and the application of our experience and professional judgment to that information. It is not a guarantee of any future events or trends. The 2020 IG T&R Study provides full detail of the assumptions, which includes gradual lifting of restrictions related to the Pandemic with no regression to the previous stricter governmental constraints.
- The traffic and toll revenue estimates will be subject to future economic and social conditions, demographic developments and regional transportation construction activities that cannot be predicted with certainty.
- The estimates contained in this document, while presented with numeric specificity, are based on a number of estimates and assumptions which, though considered reasonable to us, are inherently subject to economic and competitive uncertainties and contingencies, most of which are beyond the control of THEA and cannot be predicted with certainty. In many instances, a broad range of alternative assumptions could be considered reasonable with the availability of alternative toll schedules, and any changes in the assumptions used could result in material differences in estimated outcomes.
- The standards of operation and maintenance on all of the Selmon Expressway (as defined in the 2020 IG T&R Study) will be maintained as planned within the business rules and practices.
- The general configuration and location of the Selmon Expressway and its interchanges will remain as discussed in the 2020 IG T&R Study.
- Access to and from the Selmon Expressway will remain as discussed in the 2020 IG T&R Study.

Reference: Toll Index Report FY2022

- No other new competing highway projects are assumed to be constructed or significantly improved in the project corridor during the project period, except those identified within the 2020 IG T&R Study.
- Major highway improvements that are currently underway or fully funded will be completed as planned.
- The Selmon Expressway will be well maintained, efficiently operated, and effectively signed to encourage usage.
- No reduced growth initiatives or related controls that would significantly inhibit normal development patterns will be introduced during the forecast period.
- There will be no future serious protracted recession during the forecast period.
- There will be no protracted fuel shortage during the forecast period.
- No local, regional, or national emergency will arise that will abnormally restrict the use of motor vehicles.

In Stantec's opinion, the assumptions underlying the study provide a reasonable basis for the analysis. However, any financial projection is subject to uncertainties. Inevitably, some assumptions used to develop the projections will not be realized, and unanticipated events and circumstances may occur.

HOUSE TOURISM, INFRASTRUCTURE, AND ENERGY SUBCOMMITTEE

April 1, 2021 / 12:30p.m.

Meeting Video: <https://www.myfloridahouse.gov/VideoPlayer.aspx?eventID=7119>

Meeting Packet:

<https://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?PublicationType=Committees&CommitteeId=3103&Session=2021&DocumentType=Meeting%20Packets&FileName=tie%204-1-21.pdf>

The House Tourism, Infrastructure, and Energy Subcommittee met today to discuss HB 271 - Power-Driven Vessel Safety Requirements, HB 1283 - Tampa-Hillsborough County Expressway Authority, and HB 6011 - Professional Sports Facilities. The following is a summary of the presentations, member discussion, and public testimony.

All members were present.

Presentation on HB 1283 – Tampa-Hillsborough County Expressway Authority, by Representative Beltran**SUMMARY**

“Created in 1963, the Tampa-Hillsborough County Expressway Authority (THEA) owns, maintains, and operates four transportation facilities in Hillsborough County, including the Selmon Expressway.

The bill creates the West Florida Expressway Authority (WFEA) to replace THEA, and upon formal action of Citrus, Hernando, Manatee, Pasco, Pinellas, or Polk County, authorizes the authority to expand into any of those counties that take such action. In creating the WFEA, the bill:

- *Creates, amends, revises, and deletes definitions.*
- *Provides for membership on the authority's governing body, including increasing the size of the board as its jurisdictional boundaries are expanded.*
- *Establishes the manner in which the authority's jurisdictional boundaries may be expanded.*
- *Revises powers of the authority, including limits on the use of certain toll revenues and its authority to enter into certain agreements.*
- *Modifies provisions regarding lease-purchase agreements.*
- *Modifies provisions regarding the acquisition of land and property.*
- *Repeals a required consultation with the Hillsborough City-County Planning Commission and a provision regarding design standards.*
- *Makes technical and conforming changes.*

The bill does not appear to impact state or local government revenues or expenditures.

The bill is effective upon becoming a law.”

Amendment 1 – Barcode 186297, by Representative Beltran

The strike-all amendment clarifies that the acquisition of facilities through an expansion event requires the approval of the owner of the transportation facility and if the West Florida Expressway Authority expands into a neighboring county, it must have the approval of that county.

VOTING ON AMENDMENT 1

The amendment was adopted.

MEMBER QUESTIONS ON THE BILL AS AMENDED

Representative Joseph inquired about the fiscal impact. Representative Beltran explained that the expressway is funded through tolls and the proposed legislation does not pertain to a particular project.

PUBLIC TESTIMONY ON THE BILL AS AMENDED

Joe Waggoner, Tampa-Hillsborough Expressway Authority, explained that the proposed legislation will have no fiscal impact. Waggoner stated that the intent of the bill is to provide others in the region with the same options that Hillsborough County has and to provide them a seat on the board if projects enter their county. The legislation also would add Citrus and Hernando County to the list of counties that would gain a board member.

Amy Lettelleir, Tampa-Hillsborough County Expressway Authority, waived in support

Andrea Tovar, Tampa-Hillsborough Expressway Authority, waived in support.

MEMBER DEBATE ON THE BILL AS AMENDED

No debate.

VOTING ON THE BILL AS AMENDED

Favorably
Yeas 18, Nays 0

VI. B.

General Counsel

Amy Lettelleir, Esq.

VI. C. 1.

Executive Reports

Chairman – *Vincent Cassidy*

Upcoming Meetings

- THEA Board Committees of the Whole – Monday, May 10, 2021
- THEA Board Meeting – Monday, May 24, 2021



2021 Board Meeting Schedule
Cruise Terminal 3 (815 Channelside Drive) 2nd Floor
Tampa, FL 33602
January through June 2021

Month	Meeting	Date	Time
January	Board Committees as a Whole	1/11/2021	Cancelled
	Board Meeting	1/25/2021	1:30 p.m.
February	Board Committees as a Whole	2/08/2021	Cancelled
	Board Meeting	2/22/2021	1:30 p.m.
March	Board Committees as a Whole	3/08/2021	Cancelled
	Board Meeting	3/22/2021	Cancelled
April	Board Committees as a Whole	4/12/2021	Cancelled
	Board Meeting	4/26/2021	1:30 p.m.
May	Board Committees as a Whole	5/10/2021	1:30 p.m.
	Board Meeting	5/24/2021	1:30 p.m.
June	Board Committees as a Whole	6/14/2021	1:30 p.m.
	Board Meeting	6/28/2021	1:30 p.m.
July	Board Committees as a Whole	7/12/2020	1:30 p.m.
	Board Meeting	7/26/2020	1:30 p.m.
August	Board Committees as a Whole	8/09/2021	1:30 p.m.
	Board Meeting	8/23/2021	1:30 p.m.
September	Board Committees as a Whole	9/13/2021	1:30 p.m.
	Board Meeting	9/27/2021	1:30 p.m.
October	Board Committees as a Whole	10/11/2021	1:30 p.m.
	Board Meeting	10/25/2021	1:30 p.m.
November	Board Meeting	11/15/2021	1:30 p.m.
December	Board Meeting	12/13/2021	1:30 p.m.

All meetings are on Monday unless otherwise noted